

# GEORGIA EMERGENCY OPERATIONS PLAN



2013

## Table of Contents

<b>Preface .....</b>	<b>3</b>
<b>Basic Plan.....</b>	<b>5</b>
<b>Introduction .....</b>	<b>9</b>
<b>I. Purpose .....</b>	<b>9</b>
<b>II. Scope .....</b>	<b>9</b>
<b>III. Situation Overview .....</b>	<b>10</b>
<b>IV. Concept of Operations .....</b>	<b>23</b>
A. General .....	23
B. Plan Activation.....	23
C. National Incident Management System.....	24
<b>V. Organization and Assignment of Responsibilities .....</b>	<b>25</b>
<b>VI. Direction, Control and Coordination.....</b>	<b>35</b>
<b>VII. Information Collection, Analysis and Dissemination .....</b>	<b>38</b>
<b>VIII. Communications .....</b>	<b>39</b>
<b>IX. Administration, Finance and Logistics .....</b>	<b>41</b>
<b>X. Plan Development and Maintenance .....</b>	<b>42</b>
<b>XI. Authorities and References .....</b>	<b>44</b>
<b>XII. State Agencies, Boards, Authorities and Partner Private Sector and Non-     governmental Organizations with GEOP Responsibilities .....</b>	<b>45</b>
<b>XIII. Glossary of Terms.....</b>	<b>56</b>

**2013 Georgia Emergency Operations Plan (GEOP)**  
**Record of Changes and Annual Review**

<b>CHANGE NUMBER</b>	<b>DATE OF CHANGE</b>	<b>DATE CHANGE POSTED</b>	<b>PERSON POSTING CHANGE</b>
1 (see list – page 2-a-b)	3/29/2013	3/29/2013	L. Huffman

### **Detailed Update Record for March 2013**

**A. 2013-03-22 – Added paragraph about SOC Partner training requirements to GEOP Part IV, section C on page 23**

“All personnel assigned an operational role in the State Operations Center shall complete such NIMS and SOC orientation training as prescribed by the Director, Georgia Emergency Management Agency within six months of said assignment and shall report completion of such training in accordance with the procedures specified by the Director, Georgia Emergency Management Agency.”

**B. 2013-03-22 – Added sentence to Part I (Purpose), page 8**

“It supports the overarching goal of protecting lives, public safety and health; minimizing losses and damages to property and the environment; and restoring essential utilities and services at all levels of government through effective planning, preparation, response, and mitigation.”

**C. 2013-03-26 – Added the following:**

- Preface, Page 3: Inserted
  6. Related State Plan Documents
  7. Evaluation, Maintenance, Revision and Corrective Measures for all GEMA/ HS Plans
  8. Implementation Procedures for all GEMA / HS Plans
- Preface, Page 4: Deleted the following sentence

“The Georgia Disaster Recovery and Redevelopment Plan, consistent with the Federal National Disaster Recovery Framework, will be developed and published separately from the GEOP.”
- Preface, page 7: Inserted the following
  6. Related State Plan Documents

The Georgia Emergency Management Agency / Homeland Security develops and publishes other related planning documents which support the overall Agency mission and goals. The following plans, while developed to be separate and unique documents, are still intended to be consistent with the Agency policies and procedures as reflected in the Georgia Emergency Operations Plan (GEOP).

    - Georgia Emergency Management Agency / Homeland Security Communications Plan
    - Georgia Disaster Recovery and Redevelopment Plan (GDRRP)
    - Georgia Continuity of Operations Plan (COOP)
    - State of Georgia Continuity of Government (COG) Plan

### **Detailed Update Record for March 2013**

- Georgia Programmatic Strategy to Address Terrorism and All-Hazards Risks and Threats

#### **7. Evaluation, Maintenance, Revision and Corrective Measures for all GEMA/ HS Plans**

“The Georgia Emergency Operations Plan (GEOP), and all other future plans developed by the Agency, shall ensure that the GEOP, as well as all other GEMA /HS Plans, remain consistent with the responsibilities of the Agency as reflected in legislation and Governor Executive Orders through a two-step process.”

A) The Georgia Emergency Operations Plan (GEOP), and all other future plans developed by the Agency, shall include a Plan “Record of Changes” and “Maintenance Schedule”; and,

B) The Georgia Emergency Operations Plan (GEOP), and all other future plans developed by the Agency, shall be evaluated for recommended revisions and corrective measures as an integral part of the Agency Exercise or Event After Action Reports / Improvement Plans, as well as internal reviews that will follow the issuance of any Governor Executive Order or passage of legislation impacting the Agency.

#### **8. Implementation Procedures for all GEMA / HS Plans**

The Georgia Emergency Operations Plan (GEOP), and all other plans prepared by the Agency, shall be implemented by the Director of the Georgia Emergency Management Agency / Homeland Security, or other members of the Agency senior leadership to include the Agency Deputy Directors, the Operations Division Director and the Homeland Security Division Director, in response to actual events as appropriate.

#### **D. 2013-03-26 – Added the following paragraph to Information Collection, Situational Awareness, page 38:**

“GIS data collected before, during, and after the event will be used to map the location of events, damage assessments, and response activity; identify risks and resources; and prioritize objectives. Location data collected in the field should be forwarded promptly to the GEMA GIS Section in a spatial format.”

# **PREFACE**

The Georgia Emergency Operations Plan (GEOP) outlines how state agencies in Georgia prepare for and responds to various types of natural and manmade disasters. This document is in keeping with decades of planning and coordination between local, state, federal and non-governmental partners operating within or in support of the State of Georgia. The GEOP is specifically written to be consistent the National Response Framework and to support the local emergency operations plans for the 159 counties in Georgia to ensure seamless integration of federal and state resources when necessary.

The (GEOP) is written for all executives, private sector and non-governmental organization (NGOs) leaders, local emergency managers and any other individuals or organizations expected to work in or for Georgia performing emergency management functions. The GEOP is intended to clarify expectations for an effective response.

The GEOP is based on the authority of the State Government of Georgia, specifically that portion of the Official Code of Georgia, Title 38, Section 3, Articles 1 through 3, known as the Georgia Emergency Management Act of 1981, and is compliant with the National Incident Management System and supports the National Response Framework. It is promulgated by State Executive order and supports the Georgia Emergency Operations Command.

This plan consists of five components, which in aggregate outline the state emergency management program.

These components include:

- 1. Basic Plan**
- 2. Emergency Support Function and GaDoD Annexes**
- 3. Support Annexes**
- 4. Hazard, Threat and Incident Specific Annexes**
- 5. Companion Documents**
- 6. Related State Plan Documents**
- 7. Evaluation, Maintenance, Revision and Corrective Measures for all GEMA/ HS Plans**
- 8. Implementation Procedures for all GEMA / HS Plans**

The following Annexes to the GEOP provide more detailed information for preparedness, prevention, response, recovery and mitigation activities for all hazards.

- Continuity of Operations Plan
- Financial Management Plan
- Logistics Management Plan
- Defense Support to Civil Authorities Plan
- Mutual Aid Plan
- Crisis Communications Plan
- State Enhanced Hazard Mitigation Plan
- Volunteer and Donations Management Plan
- Geographical Area Command Plan

### **Hazard, Threat and Incident Specific Annexes**

The following Annexes to the GEOP provide more detailed information for preparedness, response, recovery and mitigation activities specific to the hazards Georgia faces.

- Animal Evacuation and Sheltering Plan
- Biological Incident Response Plan (Under Development)
- Cyber Incident Plan (Under Development)
- Earthquake Guide
- Energy Emergency Response Plan
- Evacuee Support Plan
- Georgia Disaster Housing Strategy
- Georgia Hurricane Plan
- Radiological Emergency Preparedness Base Plan
- Special Medical Needs Evacuation Plan (Under Development)
- Pandemic Influenza Plan (Under Development)
- Plant Hatch Plan
- Plant Vogtle Plan
- Plant Farley Plan
- Savannah River Site Plan
- Statewide Shelter and Mass Care Plan
- Repatriation Response Plan
- Severe Weather Plan
- Snow & Ice Plan

## **1. Basic Plan**

The basic plan provides an overview of the emergency management system in Georgia. It includes descriptions of the hazards and threats the state faces, the resources the state anticipates will be needed to support local jurisdictions and the structure in which these resources operate within. The basic plan outlines the phases within the emergency management process, the purpose, situation, assumptions, concept of operations, organization, assignment of responsibilities through emergency support functions (ESFs), administration, logistics, planning and activities in prevention, preparedness, response, recovery and mitigation.

## **2. Emergency Support Function and GaDoD Annexes**

Emergency Support Function and Georgia Department of Defense (GaDoD) Annexes detail which state agencies, grouped by functional capability, are most often called upon to support emergency operations. Most ESFs have one coordinator and one primary agency identified. Several ESFs, because of their wide range of functional responsibilities have two or more primary agencies. Additionally the Georgia Department of Defense is identified as a Support Agency to all ESFs but ESF14. The Georgia Department of Defense/Georgia National Guard's unique capabilities necessitate a separate annex to describe its role.

## **3. Support Annexes**

Support Annexes within the GEOP describe essential preparedness and response roles and responsibilities common to all incidents or events requiring state support to local governments or state support to other states. Some of these annexes for example, are the Georgia Volunteers and Donations Management Plan, the Logistics Management Plan and the Debris Removal Plan.



#### **4. Hazard, Threat and Incident Specific Annexes**

Hazard, Threat or Incident Specific Annexes provide more specific information concerning the roles and responsibilities of all agencies involved in response to a specific type of incident or event. It is generally accepted that not every incident or event can be anticipated; therefore these annexes allow room for modification based on situational requirements and resource availability.

#### **5. Companion Documents, Plan Appendices and Standard Operating Guides**

In addition to the state developed plans, guides and annexes previously listed, several companion documents with significant relevance to the GEOP are listed below:

- A. Local Emergency Operations Plans (LEOP)** - users of the GEOP operating in local jurisdiction are encouraged to obtain and become familiar with the most recent edition of that jurisdiction's LEOP. Many local emergency management agencies have made their EOPs available via web sites, on file in local libraries or by contacting the local EMA office directly.
- B. National Response Framework (NRF)** - is a guide that explains how federal agencies conduct all-hazards prevention, response, recovery, and mitigation activities. The NRF along with its support annexes is available from the NRF Resource Center, <http://www.fema.gov/NRF>.
- C. National Incident Management System (NIMS)**- provides standard command and management structures that apply to all response activities Nationally including Georgia. This system provides a consistent template which allows local, state and federal agencies, as well as NGOs and private sector partners to seamlessly work together to prepare for, prevent, respond to, recover from and mitigate the effects of incidents regardless of cause, size, location or complexity. The NIMS is available through the NIMS Integration Center, <http://www.fema.gov/emergency/nims/>.

- D. Emergency Support Function-Standard Operating Guides** - ESF Coordinators and Primary Agencies are tasked with completing specific operating guides that outline processes and procedures related to their specific ESF for all phases of the emergency management cycle process. Templates will be provided to ESF Coordinators, these templates shall include a readiness checklist which provides for both an internal and external evaluation of the ESFs ability to carry out assigned responsibilities as described in the GEOP and ESF Annex.

## **6. Related State Plan Documents**

The Georgia Emergency Management Agency / Homeland Security develops and publishes other related planning documents which support the overall Agency mission and goals. The following plans, while developed to be separate and unique documents, are still intended to be consistent with the Agency policies and procedures as reflected in the Georgia Emergency Operations Plan (GEOP).

- Georgia Emergency Management Agency / Homeland Security Communications Plan
- Georgia Disaster Recovery and Redevelopment Plan (GDRRP)
- Georgia Continuity of Operations Plan (COOP)
- State of Georgia Continuity of Government (COG) Plan
- Georgia Programmatic Strategy to Address Terrorism and All-Hazards Risks and Threats

## **7. Evaluation, Maintenance, Revision and Corrective Measures for all GEMA/ HS Plans**

The Georgia Emergency Operations Plan (GEOP), and all other future plans developed by the Agency, shall ensure that the GEOP, as well as all other GEMA /HS Plans, remain consistent with the responsibilities of the Agency as reflected in legislation and Governor Executive Orders through a two-step process.

- A) The Georgia Emergency Operations Plan (GEOP), and all other future plans developed by the Agency, shall include a Plan "Record of Changes" and "Maintenance Schedule"; and,
- B) The Georgia Emergency Operations Plan (GEOP), and all other future plans developed by the Agency, shall be evaluated for recommended revisions and corrective measures as an integral part of the Agency Exercise or Event After Action Reports / Improvement Plans, as well as internal reviews that will follow the issuance of any Governor Executive Order or passage of legislation impacting the Agency.

## **8. Implementation Procedures for all GEMA / HS Plans**

The Georgia Emergency Operations Plan (GEOP), and all other plans prepared by the Agency, shall be implemented by the Director of the Georgia Emergency Management Agency / Homeland Security, or other members of the Agency senior leadership to include the Agency Deputy Directors, the Operations Division Director and the Homeland Security Division Director, in response to actual events as appropriate.

# BASIC PLAN

## INTRODUCTION

### I. Purpose

The Georgia Emergency Operations Plan (GEOP) outlines state agency preparedness and response activities to the various hazards that exist in the state. It is written to clarify expectations for an effective response and to seamlessly integrate the processes and procedures described in the National Response Framework and Local Emergency Operation Plans. It supports the overarching goal of protecting lives, public safety and health; minimizing losses and damages to property and the environment; and restoring essential utilities and services at all levels of government through effective planning, preparation, response, and mitigation.

### II. Scope

The GEOP attempts to address the full range of complex and constantly changing requirements in anticipation of or in response to the hazards and threats listed within the hazard vulnerability analysis within this plan. While the GEOP describes the basic fundamentals of mitigation and long term recovery activities in Georgia; it is not the source document for these activities. Users of the GEOP should refer to Georgia's Enhanced Mitigation Plan which is available on the GEMA/HS website at [www.gema.ga.gov](http://www.gema.ga.gov) for mitigation guidance. In 2012, Georgia Emergency Management Agency/Homeland Security will develop a long term recovery plan that is consistent with FEMA's Long Term Recovery Framework, which was released in 2011.

The GEOP is primarily written to address incidents or emergency situations in which local jurisdictions request state or federal support. The GEOP references activities that occur in all phases of the emergency management cycles, however the primary focus of this document remains an operational plan which describes the basic strategies, assumptions, operational goals and statewide objectives in coordinating and mobilizing resources to support local emergency management response and recovery activities.

Users of this plan should be aware that Georgia employs a tiered response philosophy. Local emergency managers and their ESF partners have been, and always will be a community's most appropriate resource to respond to incidents. It is a widely accepted that nearly all emergency incidents are handled at the lowest possible level of government with little or no assistance from state or

federal agencies. Some emergencies however, require additional support from neighboring communities and/or the state. A select few incidents rise to the level that require assistance from other states and/or the federal government. Many incidents require multiple resources to respond, which in turn require a unified response approach from local first responders, NGOs, private sector partners and citizens. It is accepted that all incidents, whether they require outside assistance or not, begin and end locally.

These accepted planning assumptions, combined with the tiered response philosophy and vast number of potential responders, emphasize the need for all partners operating within the emergency management process to be prepared to respond and function within a common operating system. The GEOP, because it is consistent with the NRF and NIMS, provides this common operating system. Local jurisdictions are encouraged to complete the valuable planning process with all necessary agencies and ESFs to produce operationally ready plans that align with these documents to ensure seamless integration during disaster operations that overwhelm local response resources. To assist local jurisdictions with accomplishing this, the GEMA/HS Planning Section, through GEMA/HS Field Coordinators, stand ready to assist in the development of local emergency operation plans that are unique and appropriate to each community in Georgia, yet are consistent with the principles of the GEOP and NRF.

### **III. Situation Overview**

GEMA/HS completed the latest Hazard Risk Assessment in December 2011 in consultation with local and federal planning partners and subject matter experts in the fields of terrorism preparedness, meteorology, law enforcement, maritime operations and urban and wild land firefighting. The completion of this risk assessment included typical planning considerations such as potential impacts to life, property and the environment, but also factored in potential impacts to Georgia's economy and the continuity of local and state government.

Georgia's vastly contrasting climates from the saltwater marshes in the southeast to the mountains in the north and its proximity to other states considered as risk states, make it susceptible to a wide range of natural, manmade and technological hazards. This assessment allows emergency managers to prioritize planning requirements based on verified risk and apply human and financial resources appropriately during the preparedness phase of the emergency management process.

During the hazard risk assessment potential hazards were rated on their frequency of occurrence and the anticipated amount of state assistance likely to be requested to support local jurisdictions. Additionally, hazards were assigned a numerical value based on the individual hazard:

- Potential Impact on Human Life
- Potential Impact on Private and Public Property
- Potential Impact on the Environment
- Potential Impact on Government Continuity
- Potential Impact on Georgia Economy

The potential hazards were grouped into categories of hazards that share like causes, affects and response requirements.

## **A. Hazard Analysis**

Georgia faces a number of natural hazards including floods, hurricanes, tornadoes, wild fires, winter storms, drought, and earthquakes. These natural disasters can impact areas ranging in size from a local neighborhood to the entire state.

### **Natural Hazards**

#### *Tropical Cyclonic Systems*

Tropical cyclones have the potential to impact the entire state of Georgia. Georgia is vulnerable to tropical systems coming from both the Gulf of Mexico and the Atlantic coast. Tropical systems pose the greatest threat to Georgia's six coastal counties and immediate adjacent seven inland risk counties. The threats from a tropical cyclone (tropical storm or hurricane) include storm surge (along the coast), high winds, inland flooding, and tornadoes. While tropical systems are typically categorized according to maximum sustained winds, even weaker systems can produce catastrophic damage. Along the coast, storm surge poses the greatest threat to life and property. The shallowness of the continental shelf just off the coast, coupled with the concavity of Georgia's coastline, makes the coast very vulnerable to storm surge inundation. Depending on the angle of the storm's approach the forward speed of the storm, Georgia has the potential to experience upwards of 20 feet of surge in many areas. Inland flooding is of major concern in a tropical system as well; one of Georgia's most costly natural disasters was flooding in southwest Georgia as a result of Tropical Storm Alberto (1994). High winds and tornadoes become a threat when a tropical cyclone approaches the shore, often hours in advance of landfall. The threat extends well inland, potentially affecting the entire state, and may last for days.

#### *Severe Weather*

Georgia is situated in an area of the United States that has the right ingredients for frequent severe weather outbreaks. The Gulf of Mexico warms the air and

pumps moisture into the state, contributing to instability. In addition, air flow around the "Bermuda High", a semi-permanent area of high pressure in the Atlantic, creates vertical wind shear; this vertical wind shear allows thunderstorms to survive for greater periods of time and produces rotation in strong thunderstorms. Finally, Georgia is frequently crossed by upper level and surface features that produce lift and aid in convection.

In 2011 in Georgia, there were 948 reports of severe thunderstorm winds; 72 reports of lightning-related incidents; and 67 reports of tornadoes. Note that these statistics represent just those incidents that have been reported to the National Weather Service; this actual numbers are likely many times these amounts.

#### *Tornadoes*

Georgia usually ranks in the top 15 states in relation to the number of tornadoes reported each year. Between 1950 and 1994, Georgia reported 888 tornadoes, ranking the state 13th in the U.S. with an average of 20 per year. Although tornadoes have been reported in every month, most occur in the March to May timeframe. There are also a greater number of tornadoes reported in the fall from October to November caused by late fall cold fronts. Although Georgia rarely experiences the most devastating EF-4 and EF-5 tornadoes experienced in the Midwest, some have occurred in the past. On April 25-28, 2011, severe storms moved through the Southeast U.S., producing large hail, damaging winds, and almost 200 tornadoes. The storms reached Georgia on the evening of April 27th and tracked across the state through the early morning hours of April 28th, spawning a total of 15 confirmed tornadoes in Georgia. These included six (6) EF-1 tornadoes; three (3) EF-2 tornadoes; five (5) EF-3 tornadoes; and one (1) powerful EF-4 tornado that devastated portions of northwest Georgia. Fifteen storm-related fatalities were confirmed, and over 500 homes were destroyed.

#### *Lightning*

Georgia ranks 8<sup>th</sup> in the nation for density of lightning strikes per square mile. Between 2000 and 2007, over 175 people in Georgia were injured or killed by lightning. Lightning strikes that occur from thunderstorms in June, July, and August are responsible for over half of these injuries and deaths, and over 75% of property damage annually.

#### *Severe Thunderstorm Winds*

Severe thunderstorms in Georgia have the potential to cause extensive wind damage. Straight-line winds can reach speeds of up to 100 mph and produce damage similar to that of a tornado. These winds occur about 19 days per year in Georgia and are most common in the Spring and Summer, peaking in July. In June 2003, winds from a severe thunderstorm toppled a 250-foot galvanized steel cell phone tower in Dade County.

#### *Hail*

Large hail is another threat from severe thunderstorms. Hail causes close to \$1 billion in damage to property and crops each year in the US. While hail is

typically a greater risk for property, the National Oceanic and Atmospheric Administration estimates that 24 people are injured from hail each year.

### *Inland Flooding*

Georgia's greatest natural disaster in modern history occurred when freshwater flooding from Tropical Storm Alberto passed over the state in 1994. Some areas received more than 20 inches of rain from Alberto. An estimated 1700 roads and 600 bridges were forced out of service, and several towns were largely under water. Over 40,000 people were evacuated due to the rising waters, and about 12,000 homes and businesses were destroyed or severely damaged by the flooding. Thirty people were killed—many of these vehicle-related. Approximately 25,000 Georgians applied for federal disaster assistance, as 55 counties in Georgia were declared disaster areas. In the Spring of 2009, Georgia experienced severe flooding over a ten day period that resulted in 46 counties being declared a Presidential Disaster.

### *Wildfire*

Wildfires in Georgia are impacted by long-term drought conditions. A wildfire threat can increase after a hard freeze, when tender vegetation dies and becomes additional fuel for fires. Wildfire risks also increase in the fall when the combination of low humidity, freezes, and freshly fallen leaves provide the greatest amount of fire material. Wildfires can become disastrous when they threaten and damage residential and business areas. In some, major evacuations may be required to protect citizens. Careless burning of debris such as leaves and household garbage, farm machine usage, and lightning strikes cause most wildfires in Georgia. During the spring and summer months of 2011, the State of Georgia experienced significant wildfire threats. Over 45,000 acres were affected by the South Georgia fires, five counties were placed under a Governor's State of Emergency, 5 counties received Presidential Disaster Declarations and costs for response efforts totaled in the millions. In 2007 South Georgia experienced an even worse outbreak of wildfires with over 441,000 acres burned and over 65 million dollars in timber being destroyed in fires that raged over two months. The Georgia Forestry Commission led the fire suppression efforts and partnered with various local, state and federal entities to ensure a timely and successful response and recovery to both events.

### *Severe Winter Weather*

Although severe winter weather is a greater probability in north Georgia's higher elevations, snow and ice storms have threatened south and central Georgia. Ice storms pose some of the greatest risks of long-term damage to the state. A major ice storm, caused by a long period of freezing rain, can devastate the impacted areas with widespread power outages and fallen trees. On Sunday, January 9, 2011, a severe winter storm crossed the Alabama state line into Georgia. Between 7:00 pm on January 9th and mid-day on January 10th, heavy snow, sleet, and freezing rain fell across north and central parts of the state. Some



areas of north Georgia had up to 8 inches of snow, and ice up to 0.5" thick accumulated as far south as Americus. Though the precipitation stopped falling by January 10th, freezing temperatures over the following days produced hazardous road conditions for much of the week. The intensity and scale of the winter storm shut down major highways, arterials, and local roads across north and central Georgia, stranding most people at home and many on the interstates.

### *Drought*

Long-term lack of rainfall can cause major concerns for Georgia's agricultural industry and water supply. When dry conditions persist for more than 1 to 2 years, soil moisture levels decrease dramatically and impact agriculture, trees, and drinking water reservoirs. As previously discussed, long-term drought also increases the threat for wildfires in Georgia. In 2007 Georgia experienced a significant drought that resulted in the Governor declaring a state of emergency. A unified command was established to coordinate the state response and determine water conservation policies.

### *Seismic Hazards*

Georgia, like all the other states east of the Rocky Mountains, does not have any active faults and is not on a tectonic plate boundary. However, potentially damaging earthquakes can occur in the interior of tectonic plates; these intraplate earthquakes is an important consideration for emergency managers. Damages from the great eastern United States earthquakes are largely forgotten because the last great earthquake was over 100 years ago. Although large earthquakes are less frequent east of the Mississippi River, some seismologists argue that earthquakes cause damage over much larger areas in the eastern United States than earthquakes of similar size in the western United States. Hence, in Georgia, as in most of the eastern United States, calculations of seismic hazard indicate that large distant earthquakes are likely to cause as much damage in Georgia as earthquakes of any size with epicenters within the state.

North Georgia typically experiences the most seismic activity within the state; these earthquakes are minor and typically do not cause any damage. The state has, however, been impacted by significant seismic activity in the past. In 1886, a large earthquake in Charleston, South Carolina caused substantial damage in Georgia. Shockwaves reaches Savannah, cracking walls, breaking windows, and causing chimneys to tumble. Augusta experienced the most severe shaking in the State; many buildings sustained damage. Subsequent earthquakes have occurred in following years, ranging from intensity III to VI. The last significant seismic event occurred in March 1964 near Haddock and was felt across 400 square miles.

### *Sinkholes*

In Georgia, sinkholes typically occur when in an area along the fall line, or the border between the coastal plain and Piedmont region. Natural depressions

form in the underlying rock due to percolating water, the collapse of cave roofs (due to seismic activity), or the lowering of the water table. While sinkholes are a natural phenomenon, they can also be induced by human activity, such as overpumping groundwater or altering natural water drainage patterns. During the 1994 flooding event in Albany, numerous sinkholes formed under the floodwaters, particularly in the downtown area.

### *Dam Failure*

Dam failures are generally classified as either hydraulic, seepage, or structural. Hydraulic failures are the result of uncontrolled flow of water over and around the dam as well as the resulting erosion of the dam and its foundation. Seepage occurs when the velocity and quantity of water within the dam compromise the stability of the structure. Structural failure occurs when a dam or its foundation is ruptured by water movement, earthquake, or sabotage. Large earthen dams and those constructed with weak materials are susceptible to structural failure.

All major rivers in Georgia are dammed at least once before crossing state boundaries. Numerous smaller dams exist throughout the state, including smaller agricultural dams. The most significant dam failure in Georgia occurred in 1977, when the Kelly Barnes Dam in Toccoa failed. The collapse resulted in a flash flood that caused 39 fatalities downstream, and \$2.3 million in property damage. It is conjectured that the dam failed due to a variety of factors, including seepage, a local breach in the crest, progressive erosion, saturation of the embankment downstream, and the subsequent total collapse of the structure.

## **Technological Hazards**

### *Hazardous Materials Release*

Hazardous materials are chemical substances which, if released into the environment, can pose a significant threat to public health. The US Department of Transportation defines nine classes of hazardous materials by class. These consist of explosives; gases; flammable liquid and combustible liquid; flammable solid, spontaneously combustible, and dangerous when wet; oxidizer and organic peroxide, poison (toxic) and poison inhalation hazard; radioactive; corrosive; and miscellaneous hazardous materials. These types of hazardous materials traverse Georgia's interstates, State and local routes, and rail lines each day. These types of substances are also present in variety of manufacturing processes and may be released if the facility or container is compromised. If liquid, a hazardous material may enter waterways and drinking sources, potentially impacting hundreds, thousands, or millions within the State. If airborne, such as a toxic gas, populations may have to be evacuated.

### *Utilities Failure*

The citizens of Georgia rely on a consistent provision of electric power, natural gas, and water and wastewater services each day. Utilities failures occur when

one or more of these systems is taken offline, disrupting the provision of these resources. Because these services are so essential, utility companies typically have multiple layers of protection in place to mitigate equipment or network failures.

In Georgia, the most common utilities failure occurs with electricity. High winds from thunderstorms have the potential to damage power lines and infrastructure, or cause trees to fall on power lines. Typically, damage is confined to localized areas, and utility crews can restore power within hours. Large-scale events, however, such as hurricanes or ice storms, have the potential to disrupt power for a widespread area for an extended period of time. In Georgia, between 2004 and 2009, all major disturbances and unusual occurrences in the provision of electricity have been associated with natural hazards (thunderstorms, ice storms, tropical storms, and hurricanes) rather than a failure of the facility or network.

### *Transportation Incidents*

Georgia is criss-crossed by an extensive transportation network featuring roads, highways, and rail lines. Hartsfield-Jackson International Airport in Atlanta has consistently ranked as the busiest or one of the most busy airports in the world. In addition, the Ports of Savannah and Brunswick handle significant container traffic throughout the year; in 2007, the Port of Savannah was ranked as the fourth-busiest and fastest-growing container terminal in the US. The extent of Georgia's transportation network and intensity of activity raise the threat of potential transportation incidents. Most transportation incidents are confined to the roadway network and can be mitigated in hours. However, there is the potential for larger scale incidents with more wide-reaching impacts, such as an airplane crash, major train derailment, or port-related incident.

### *Structural Collapse*

A structural collapse refers to: (a) the collapse of a multi-story office building, apartment, hotel, or similar building, or (b) the collapse of a major bridge or other transportation/infrastructure component. These events have high potential to cause multiple injuries or casualties. If a transportation facility is affected, movement of goods and people will be interrupted, and there may be major economic impact. Such buildings and facilities are located across the State.

Structural collapses may occur due to natural events, such as a tornado, earthquake, or storm surge associated with a hurricane. Human error is also sometimes to blame. In June 2009, a parking deck in midtown Atlanta partially collapsed, causing extensive damage to vehicles. In 2008, a bridge at the Atlanta Botanical Gardens collapsed during construction, killing one worker and injuring 18 others.

### *Radiological Release*

A release of radiological material may occur (a) from an incident at a nuclear power plant, or (b) during shipment of transuranic waste through Georgia.

Georgia Power, a subsidiary of Southern Company, operates two nuclear plants in Georgia – Plant Vogtle near Waynesboro and Plant Hatch near Baxley. Two new units are under construction at Plant Vogtle; these are the first new nuclear units to be built in the U.S. in 30 years. Nuclear power is attractive due to the reliability of its fuel source and because it is emission-free. While the threat of radiological release exists, GEMA/HS works with Georgia's nuclear power plants and FEMA to ensure that proper plans and procedures are established and exercised on a consistent basis. These actions will help to mitigate any potential impacts of release for local populations, surface waters, and agricultural resources, should a release occur. Radiological release is also a potential risk during shipment of transuranic waste through Georgia to the Waste Isolation Pilot Plant in Carlsbad, New Mexico. This transport occurs on a routine basis. Although extensive measures have been taken to ensure that transport containers are secure, any accidental release would impact nearby soils and waterways.

## **Human Hazards**

The State of Georgia is not immune from human hazards, or acts of terrorism, whether by domestic, international or transnational terror groups. Georgia experienced a domestic terrorism bombing while hosting the 1996 Summer Olympics. This bombing in Centennial Olympic Park drew worldwide media attention. In 1997 Georgia earned the distinction of becoming the first U.S. State to experience a terrorist incident in which a secondary explosive device was employed against first responders. Within the state lie hundreds of facilities, structures or businesses that could at any given time be considered as a high value targets for terrorist organizations.

Terrorists may act alone or within an organized group, and utilize a variety of technologies to accomplish their activities, including the following:

- Individual violent extremist attack: An active shooter at a public place or school targets individuals or groups of people, potentially causing significant injury or loss of life.
- Suspicious package: One or more packages containing biological agents are delivered simultaneously to government offices or other high profile facilities. This would disrupt commerce, impact the ongoing delivery of mail, and potentially sicken people or cause death. The impact would last for months.
- Civil disturbance: Unruly groups take over public places and/or private property, causing property damage, disrupting commerce, and impacting traffic flow in the area.
- Improvised explosive device: An improvised explosive device is detonated in a public place or at critical facilities or key infrastructure. This has the potential to cause injury or death, and impact transportation networks, utilities, or communications.

- Chemical agent: Dangerous materials such as nerve agents or other toxins are dispersed in public places. This would sicken many and could cause casualties, impact commerce and transportation. It may take months before normal operations and a sense of “normalcy” is restored.
- Improvised nuclear device: A small thermonuclear device is detonated in a populated area, causing hundreds of injuries or deaths and widespread property loss. There would be adverse impacts to commerce, and travel may be altered for months or years.
- Radiological dispersion device: An improvised explosive device containing nuclear material is detonated in a population center, resulting in many injuries or deaths. This would cause panic, disrupt commerce and travel, and require potentially millions of dollars to clean up.
- Biological agent: Infectious biological agents are aerially dispersed and delivered to restaurants, livestock operations, or other locations. This would disrupt commerce, statewide agribusiness, and could sicken or cause death for many. The impacts would last for months.
- Cyber attack: Computer systems for critical infrastructure and networks are targeted, such as those of the power grid, other utilities, communications networks, transportation systems, or banking facilities.

In addition to terrorism, or deliberate attacks on society, Georgia faces other unique types of human hazards that have required substantial local, state and federal planning and response efforts. Over the past several years, Georgia has hosted numerous events that were classified as National Special Security Events. These include a National Football League Championship (Super Bowl), Major League Baseball Championships (World Series), the 1996 Summer Olympics and the 2004 G8 Summit. In 2002, local, state and federal agencies were integrated into response efforts after nearly three hundred sets of human remains were discovered in a private business in north Georgia that was charged with conducting cremations of the remains but failed to do so. In addition, the State of Georgia has historically provided assistance and services to residents of neighboring states evacuating coastal areas for major hurricanes. In moderate size evacuations the majority of these citizens obtain shelter and feeding support from the private sector via hotels, motels and restaurants. In most events, these citizens will stay within Georgia for less than a week before returning home. In some instances, because of the catastrophic impact of the event or the volume of the evacuating population, the private sector cannot support these individuals and local and state government must coordinate operations to provide basic support to large numbers of citizens from other states. In 1999, the threat of Hurricane Floyd prompted the evacuation of an estimated 1.7 million residents of Florida and South Carolina to Georgia, in addition to over 250,000 residents from Coastal Georgia. In 2005, an estimated 100,000 residents of Louisiana and Mississippi evacuated to Georgia in the wake of Hurricane Katrina.

Approximately 10,000 of these citizens were transported by federal response agencies. In addition to receiving thousands of evacuees from other states due to natural or manmade disasters, Georgia may receive citizens being evacuated from a foreign country for various reasons through repatriation. In 2006, Georgia served as host to several thousand Americans who evacuated from Lebanon when armed conflicts broke out between Lebanese and Israeli forces. In 2010, Georgia served as a host for citizens of Haiti that were evacuated for medical treatment as a result of a devastating earthquake.

#### Georgia Emergency Management and Homeland Security Threats and Hazards

Natural	Technological	Human-Caused
Resulting from acts of nature	Involves accidents or the failures of systems and structures	Caused by the intentional actions of an adversary
<ul style="list-style-type: none"> <li>• Storm Surge</li> <li>• Drought</li> <li>• Inland Flooding</li> <li>• Severe Weather</li> <li>• Severe Winter Weather</li> <li>• Tropical Cyclonic Systems</li> <li>• Tornados</li> <li>• Wildfire</li> <li>• Wind</li> <li>• Seismic Hazards</li> <li>• Sinkholes</li> <li>• Dam Failure</li> </ul>	<ul style="list-style-type: none"> <li>• Hazardous Materials Release</li> <li>• Utilities Failure</li> <li>• Transportation Incidents</li> <li>• Structural Collapse</li> <li>• Radiological Release</li> </ul>	<ul style="list-style-type: none"> <li>• Improvised Explosive Device/Large Vehicle Borne Improvised Explosive Device (IED/LVBIED) Attack</li> <li>• Individual Violent Extremist (IVE) Attack</li> <li>• Suspicious Package Attack</li> <li>• Organized Terrorism Attack</li> <li>• Civil Disturbance</li> <li>• Cyber Attack</li> <li>• Chemical Agent Attack</li> <li>• Improvised Nuclear Device/Radiological Dispersal Device (IND/RDD) Attack</li> <li>• Biological Attack</li> </ul>

## B. Impact Analysis

Not only must hazards be identified in Georgia, but their potential impact upon many elements must be examined to include: the health and safety of persons in the affected area at the time of the incident; the health and safety of personnel responding to the incident; continuity of governmental operations; effect on property, facilities, and infrastructure; the delivery of essential services, affect upon the environment; economic and financial condition of the affected region; regulatory and contractual obligations of the state and the public's confidence in the state. The information for these

potential impacts were drawn from several agencies that maintain records of natural and technological events that have created hazardous incidents in Georgia, and the record of the impacts of those hazards ( such as those contained in the State of Georgia Enhanced Hazard Mitigation Plan). Additionally, impact assessments were gathered from subject matter experts and reliable intelligence sources in those areas where the hazard has not yet occurred (such as terrorist attack) to include GEMA/HS staff, academic institutions and state and federal agencies.

The potential impact factors, as mentioned above, were rated as High, Medium or Low, for each of the potential impacts. These impact factors are used to help influence the planning process and prioritization for GEMA/HS.

#### Potential Impact

- Evacuation of coastal Georgia and portions of bordering states into Georgia
- Evacuation of hospitals, nursing homes and other facilities with vulnerable populations
- Evacuation of animals
- Requirement to shelter thousands of coastal residents and animals in shelters inland
- Significant loss of life
- Damage or destruction of infrastructure (roads, bridges, energy systems)
- Personal property loss
- Destruction of irreplaceable historical structures and objects
- Mass care and feeding operations
- Requests for ground transportation assistance
- Temporary and interim housing
- Civil unrest increased security demands
- Increased demand on health care systems
- Increased demand on social services
- Significant unemployment and loss of revenue from damaged or destroyed businesses
- Overcrowding in schools



## **C. Assumptions**

1. A disaster may occur within the State of Georgia with little or no warning, and may escalate faster than any single jurisdiction's ability to respond.
2. All disasters begin and end with local emergency response personnel, therefore it is accepted that all disasters will be managed by local governments.
3. Many state assets are assigned to local geographic areas and deploy without any special declarations or executive orders. Examples of these include but are not limited to Georgia Forestry Commission firefighting resources, Georgia Department of Public Safety and Georgia Department of Transportation District Personnel.
4. Most disasters / emergencies will be managed by local governments without regional or state assistance.
5. When an emergency exceeds local resource and response capabilities, local government will request assistance from neighboring jurisdictions and from the next higher level of government.
6. When state property is threatened or impacted, the responsible state agency will utilize its own resources and establish communications with the State Operations Center.
7. Local government and state agencies will utilize resources obtained by pre-arranged agreements with neighboring jurisdictions, locally assigned state and federal entities and private sector partners prior to seeking assistance from the next higher level of government.



## Georgia Hazard and Risk Assessment Matrix

Natural Hazards	Vulnerability				Impacts				Impacts		
	Population	Property	Environment	State Governmental Operations	(1) Health and safety of persons in the affected area at the time of the incident (injury and death)	(2) Health and safety of personnel responding to the incident	(3) Delivery of services	(4) Property, facilities, and infrastructure	(5) The environment	(6) Economic and financial condition	(7) Public Confidence
Storm Surge	H	H	H	M	H	H	H	H	H	H	H
Drought	L	L	M	L	L	L	L	L	M	M	L
Inland Flooding	H	H	M	H	H	H	H	H	M	H	H
Severe Weather	M	M	M	M	M	M	M	M	M	M	M
Severe Winter Weather	M	L	L	M	M	M	M	M	L	M	M
Tropical Cyclonic Systems	H	H	M	H	H	H	H	H	H	H	H
Tornados	H	H	M	M	H	H	M	M	M	M	M
Wildfire	L	L	M	L	M	M	L	L	M	L	L
Wind	M	M	L	M	M	M	M	M	L	L	M
Seismic Hazards	L	L	L	L	L	L	L	L	L	L	L
Sinkholes	L	L	L	L	L	L	L	L	L	L	L
Dam Failure	M	M	M	M	H	M	M	M	M	M	M
Technological Hazards	Vulnerability				Impacts				Impacts		
	Population	Property	Environment	State Governmental Operations	(1) Health and safety of persons in the affected area at the time of the incident (injury and death)	(2) Health and safety of personnel responding to the incident	(3) Delivery of services	(4) Property, facilities, and infrastructure	(5) The environment	(6) Economic and financial condition	(7) Public Confidence
Hazardous Materials Release	medium	medium	high	medium	medium	medium	low	medium	high	medium	medium
Utilities Failure	medium	low	low	medium	low	low	low	low	low	low	low
Transportation Incidents	medium	medium	medium	medium	medium	medium	medium	medium	medium	medium	medium
Structural Collapse	low	medium	medium	medium	medium	high	low	high	low	high	high
Radiological Release	medium	medium	high	medium	high	high	high	high	high	high	high
Human Hazards	Vulnerability				Impacts				Impacts		
	Population	Property	Environment	State Governmental Operations	(1) Health and safety of persons in the affected area at the time of the incident (injury and death)	(2) Health and safety of personnel responding to the incident	(3) Delivery of services	(4) Property, facilities, and infrastructure	(5) The environment	(6) Economic and financial condition	(7) Public Confidence
Improvised Explosive Device	high	high	medium	medium	high	medium	medium	high	medium	medium	high
Individual Violent Extremist Attack	high	high	low	low	high	medium	medium	low	medium	medium	high
Suspicious Package Attack	high	high	medium	medium	high	medium	medium	high	medium	medium	high
Organized Terrorism Attack	medium	medium	low	medium	high	medium	medium	high	medium	medium	high
Civil Disturbance	medium	medium	low	medium	medium	medium	medium	low	medium	medium	low
Cyber Attack	medium	medium	low	medium	low	low	medium	low	low	medium	medium
Chemical Agent Attack	medium	medium	medium	medium	high	high	medium	low	medium	medium	medium
Improvised Nuclear Device Attack	high	medium	high	high	high	high	high	high	high	high	high
Biological Attack	medium	medium	medium	medium	high	high	medium	low	medium	medium	medium

## **IV. Concept of Operations**

### **A. General**

This plan is supported by the local, state and federal organization levels of emergency management. Preparedness, prevention, response, recovery and mitigation are general responsibilities of all levels of government working together to provide a delivery system to meet the needs of the response community. Emergency operations will be initiated at the lowest level of government able to respond effectively and efficiently.

### **B. Plan Activation**

The Georgia Emergency Operations Plan is normally activated in response to actual or potential disasters which have or are likely to occur in the state. However, GEMA/HS maintains an active approach to preparedness, response, recovery and mitigation at all times. In addition to full activation of this plan, GEMA/HS may activate select portions or select Emergency Support Functions for those disasters or emergencies that do not warrant a full scale state response.

1. When an emergency or disaster has occurred or is imminent, the Governor may issue an Executive Order proclaiming the existence of a State of Emergency or activate the emergency response, recovery and mitigation aspects of state and local plans. The executive order provides for the deployment and use of state personnel, supplies, equipment, materials and or state owned, leased or operated facilities to support local response operations.
2. When an emergency or disaster has occurred or is imminent, the Governor or the Director GEMA/HS may activate the Emergency Operation Command, as needed or otherwise required by the Director GEMA/HS. This command reports to the Governor, and consists of the following individuals: the Director of Georgia Bureau of Investigation, the Commissioner of the Department of Public Safety, the Adjutant General, and such other persons as may be directed by the Governor or Director GEMA/HS and as may be required by the nature and magnitude of the event. The Emergency Operation Command is activated at the discretion of the Director in consultation with the Governor. The Emergency Operation Command reports to the Governor through the Director GEMA/HS for all command decisions with the Governor having the final authority.

3. When an emergency or disaster has occurred or is imminent, all State Boards, Departments, Agencies, Associations, Institutions and Authorities shall cooperate fully with the Emergency Operation Command and the Director GEMA/HS, by providing any personnel, equipment, information, or any other assistance that may be requested by the Governor, the Director GEMA/HS or the Emergency Operation Command in order to coordinate all response and recovery efforts.
4. If a disaster threatens or occurs prior to the ability of the Governor to issue an Executive Order proclaiming the existence of a State of Emergency, the Director GEMA/HS is authorized to activate this plan and implement any emergency response actions that may be necessary for the immediate protection of life and property.
5. During a response to a federally declared emergency / disaster situation, the Governor may appoint a State Coordination Officer (SCO), usually the Director GEMA/HS through a FEMA / State disaster agreement.

### **C. National Incident Management System**

The State of Georgia has adopted the National Incident Management System (NIMS) as the standard incident management structure within the state. The Incident Command System (ICS) is the standard for on-scene emergency management throughout Georgia.

When an emergency or disaster involves and affects multiple local geographical jurisdictions or areas not covered by local emergency response organizations, the state or federal competent senior official may establish a unified area command structure to coordinate state and or federal assets operating in support of local jurisdictions.

All personnel assigned an operational role in the State Operations Center shall complete such NIMS and SOC orientation training as prescribed by the Director, Georgia Emergency Management Agency within six months of said assignment and shall report completion of such training in accordance with the procedures specified by the Director, Georgia Emergency Management Agency.

## **V. Organization and Assignment of Responsibilities**

This portion of the GEOP helps to define the roles and responsibilities of key partners involved the emergency management process.

The GEOP describes three tiers of government; local, state and federal. In addition to government resources associated with these tiers, non-government organizations (NGOs), faith based organizations and private sector partners are woven into all phases of the emergency management process. Recent catastrophic events have reinforced the fact that government resources can and often are overwhelmed in natural or manmade disasters. Often times it is found that government resources are not the most appropriate to meet all disaster response and recovery needs. The state has traditionally relied on the generous services provided by NGOs associated with or coordinated through the Georgia Volunteer Organizations Active in Disasters (GAVOAD), to provide basic services to residents.

In addition to NGOs, private sector planning partners are involved where applicable in the emergency management process. Government emergency managers attempt to incorporate the vast amount of knowledge and resources available from the private sector to prepare for, respond to, recover from and mitigate the effects of natural and manmade disasters.

### **A. Local Responsibility in Emergency Management**

The responsibility for responding to incidents, both natural and manmade, begins at the local level with individuals and public officials in the county or city impacted by the incident or disaster. Local leaders, through their emergency management director, should establish a cohesive command policy group to manage incidents locally. This command policy group should support local emergency management efforts at all times and influence and encourage the involvement of all entities within the county, to include NGOs and private sector partners, to coordinate emergency response resources.

#### **1. Chief Elected or Appointed Official**

In nearly all jurisdictions within Georgia, county commission chairs, mayors, city managers or county managers, as the jurisdiction's chief executive officers carry the primary responsibility of ensuring the safety and well-being of the residents and visitors within their communities. In most cases the Chief Elected Official (CEO) is expected to provide senior level strategic guidance to appointed emergency management officials

regarding disaster preparedness, prevention, response, recovery and mitigation activities. It is imperative that these CEOs have a clear understanding of the roles and responsibilities for successful completion of these emergency management activities and that they provide the necessary resources to ensure these activities are accomplished.

## 2. Local Emergency Management Agency Director

The local Emergency Management Agency (EMA) Director has the day-to-day authority and responsibility for overseeing emergency management programs and activities. He or she works with chief elected and appointed officials to ensure that there are unified objectives with regard to the jurisdiction's emergency management plans and activities. This role entails coordinating all aspects of a jurisdiction's capabilities.

The EMA Director coordinates all components of the local emergency management program, to include assessing the availability and readiness of local resources most likely required during an incident and identifying and correcting any shortfalls. Local EMA directors are supported during normal operating periods by their respective GEMA/HS Field Coordinator. GEMA/HS routinely assists and coordinates with local emergency management agencies on such activities as hazard mitigation projects, the processing of federal or state grants, citizen preparedness initiatives through the Citizen Corps program, emergency information systems through commercial and government emergency communication systems, school safety planning and local emergency operations plan development.

County governments prepare for emergency related events by conducting a comprehensive assessment of the threats they face and will develop Local Emergency Operations Plans (LEOPs) as required.

- a. County governments are encouraged to implement their LEOPs when an emergency occurs, or at the request of the Director GEMA/HS, or upon the declaration of a State of Emergency for their jurisdiction by the Governor. Counties will use all available local and regional resources to protect against and respond to an emergency to include utilizing pre-established mutual aid agreements. When counties determine that local resources are not adequate, additional resources may be requested through the county EOC to the GEMA/HS Field Coordinator or to the State Operations Center.
- b. Municipal units of government will call upon their county government or other municipalities in coordination with their county for assistance during events in which their own

capabilities are overwhelmed. Counties will provide assistance to municipalities and request assistance through mutual aid or from the state when their capabilities are overwhelmed.

- c. As county operations progress, the county may declare a local state of emergency in accordance with county laws and authorities.
- d. The county EOC should serve as the central clearinghouse for all information collection and coordination of response and recovery resources within the county, including municipalities within the county.

### 3. County, City Department and Agency Heads

The local EMA Director is assisted by, and coordinates the efforts of, employees in departments and agencies that perform emergency management functions. Department and agency heads collaborate with the EMA Director during development of local emergency plans and provide key response resources. Participation in the planning process ensures that specific capabilities (e.g., firefighting, law enforcement, emergency medical services, public works, environmental and natural resources agencies) are integrated into a workable plan to safeguard the community through the Emergency Support Function concept. These department and agency heads and their staffs develop, plan, and train to internal policies and procedures to meet response and recovery needs safely. They should also participate in interagency training and exercises to develop and maintain the necessary capabilities and competencies.

## **B. Individual Citizens Responsibility in Emergency Management**

The events of September 11<sup>th</sup>, 2001 served as a wakeup call for all Americans to actively engage in personal preparedness activities. The lessons learned from the 2005 Hurricane Season reinforced that message. GEMA/HS supports local emergency management agency directors and individual residents in personnel preparedness, through the [www.readyga.gov](http://www.readyga.gov) website and Citizen Corps Programs. Citizen Corps brings together local leaders from government, civic organizations, NGOs and the private sector to prepare for and respond to incidents. Citizen Corps Councils are typically sponsored by elected or appointed officials and/or emergency managers. These Councils provide leadership and support for programs that educate, train, and engage community volunteers to support emergency management and responders. GEMA/HS annually coordinates statewide public service announcements

relating to disaster preparedness with local emergency management agencies. The state of Georgia launched the "Ready Georgia" Campaign in January of 2008. Ready Georgia is a statewide campaign supported by the Georgia Emergency Management Agency/Homeland Security aimed at motivating Georgians to take action to prepare for a disaster. This campaign provides a local dimension to a broader national campaign, titled Ready America, and focuses on educating citizens so that they are better prepared for disasters. The Georgia campaign is supported by the Georgia Department of Public Health, The Ad Council, The Home Depot and volunteer organizations and seeks to coordinate a cohesive statewide program and a call to action regarding emergency preparedness. Local Emergency Managers and residents are encouraged to use the resources available on the "Ready Georgia" website to prepare all Georgia households for disasters, [www.GEMA.ga.gov](http://www.GEMA.ga.gov) or contact GEMA/HS Public Affairs Division at 1-800-TRY-GEMA or 404-635-7200.

### **C. Private Sector Partners Responsibility in Emergency Management**

Government agencies are responsible for protecting the lives and property of their citizens. However, the government does not and should not work alone. In many facets of an incident, the government works with private sector groups as partners in emergency management. Private sector organizations play a key role before, during, and after an incident. First, they must provide for the welfare and protection of their employees in the workplace. Emergency managers must work seamlessly with businesses that provide water, power, communication networks, transportation, medical care, security, and numerous other services upon which both response and recovery are particularly dependent. Participation of the private sector varies based on the nature of the organization and the nature of the incident. Many private-sector organizations are responsible for operating and maintaining portions of the Nation's critical infrastructure and key resources. Critical infrastructures include those assets, systems, networks, and functions – physical or virtual – so vital to the United States that their incapacitation or destruction would have a debilitating impact on security, national economic security, public health or safety, or any combination of those matters. Key resources are publicly or privately controlled resources essential to minimal operation of the economy and the government.

### **D. Non-government & Faith Based Organizations in Emergency Management**

NGOs and Faith Based Organizations (FBO) play enormously important roles before, during, and after an incident. For example, NGOs and FBOs



provide shelter, emergency food supplies and debris removal for homeowners after a disaster as well as vital services to support response and promote the recovery of disaster victims. These groups often provide specialized services that help individuals with special needs, including those with disabilities. A key feature of NGOs and FBOs is their inherent independence and commitment to specific sets of interests and values. These interests and values drive the groups' operational priorities and shape the resources they provide. Such NGOs and FBOs bolster and support government efforts at all levels – for response operations and planning. However, NGOs and FBOs may also need government assistance, and when planning the allocation of local community emergency management resources and structures, some government organizations provide direct assistance to NGOs and FBOs. NGOs and FBOs collaborate with responders, governments at all levels, and other agencies and organizations. Examples of NGO and voluntary organization contributions include: Training and managing volunteer resources, identifying shelter locations and needed supplies and providing critical emergency services such as cleaning supplies, clothing, food and basic human needs. NGOs and FBOs provide assistance with post-emergency cleanup, and help local and state emergency managers identify those whose needs have not been met to coordinate the provision of assistance.

Some NGOs and FBOs are officially designated as support elements within the GEOP, such as the American Red Cross, which plays a significant support role in conducting mass care operations through ESF 6- Mass Care and Human Services and the Georgia Baptist who support feeding efforts within mass care operations.

## **E. State Responsibility in Emergency Management**

The primary role of GEMA/HS is to support local emergency management activities through local EMA directors. GEMA/HS provides routine assistance to local EMAs regarding grants, hazard mitigation projects, Citizen Corps Programs, EMPG funding, planning, exercise and technical guidance. Additionally GEMA/HS assists local jurisdictions by coordinating with federal officials on behalf of local jurisdictional needs.

To ensure the needs of all citizens are incorporated into plans and processes, GEMA/HS actively serves on the Georgia Emergency Preparedness Coalition for Individuals with Disabilities and Older Adults (Coalition), which is a key component in statewide preparedness efforts. It consists of stakeholder agencies throughout Georgia. The Coalition's purpose is to serve as a comprehensive clearinghouse between local advocacy groups serving individuals with access and functional needs



and Georgia agencies responsible for emergency preparedness under the GEOP. For more information about the Coalition and how to better plan for the needs of individuals with access and functional needs, please visit the State ADA Coordinators Office website: [http://ada.georgia.gov/00/channel\\_title/0,2094,77499621\\_152518144,00.html](http://ada.georgia.gov/00/channel_title/0,2094,77499621_152518144,00.html).

## **F. State Emergency Support Functions (ESFs)**

In keeping with the unity of command principles of the NIMS and ICS as well as the operational concepts of the NRF, Georgia has identified 15 ESFs, each with a pre-identified coordinating agency as well as primary and support agencies and organizations.

The Coordinating Agency is responsible for coordinating the actions of agencies, groups, organizations, and or NGOs or FBOs within their ESF and between other ESFs. The Coordinating Agency is responsible for coordinating the ESF and required to provide a person or persons with a good general knowledge of the subject area and knowledge of the stakeholders in their ESF to the state operations center (SOC).

The primary and support agencies and organizations are ones that perform a role in an ESF. These agencies form the ESF Working Group. This group plans, organizes, and responds to events working cooperatively to maximize their effectiveness. The Coordinator is the unifying point of contact between all of the group members.

The ESFs incorporated into the GEOP and their respective concepts of operations are summarized below and explained in detail in the "Emergency Support Function Annexes" to the GEOP.

### **ESF #1- Transportation**

**Coordinator:** *Georgia Department of Transportation*

#### **Functional Responsibilities**

- State aviation asset management
- Intercostal waterways management and control
- Rail management and control
- Transportation Safety
- Restoration and recovery of transportation infrastructure
- Movement restrictions
- Damage and impact assessment
- Evacuation and re-entry coordination
- Damage assessment of critical transportation systems in disasters

## **ESF #2 Communications**

**Coordinator:** *Georgia Emergency Management Agency / Homeland Security*

### **Functional Responsibilities**

- Provide communication plans and systems for disaster response
- Communications with telecommunication providers and operators
- Coordination of restoration and repair of telecommunication systems
- Protection, restoration and sustainment of cyber systems and resources
- Damage assessment of critical communication systems in disasters

## **ESF #3 Public Works and Engineering**

**Coordinator:** *Georgia Department of Natural Resources*

### **Functional Responsibilities**

- Infrastructure protection and emergency repair
- Infrastructure restoration and coordination
- Engineering services and construction management
- Damage assessment to critical infrastructure system in disasters

## **ESF #4 Firefighting**

**Coordinator:** *Georgia Forestry Commission*

### **Functional Responsibilities**

- Command and coordination of state wild land firefighting operations
- Coordination of state structural and aviation firefighting operations

## **ESF #5 Emergency Management**

**Coordinator:** *Georgia Emergency Management Agency / Homeland Security*

### **Functional Responsibilities**

- Coordination of emergency management program and GEOP
- Coordination of incident management and response efforts
- Issuance of mission requests through SOC
- Incident Action Plan
- Financial management coordination in disasters
- Collection, compilation and dissemination of damage assessment reports
- State executive information reporting

**ESF #6 Mass Care & Human Services**

**Coordinator:** *Georgia Department of Human Services*

**Functional Responsibilities**

- Mass care
- Emergency assistance
- Disaster housing
- Human services
- Status reporting of mass care, shelter, human services activities in SOC

**ESF #7 Logistics Management & Resource Support**

**Coordinator:** *Georgia Emergency Management Agency / Homeland Security*

**Functional Responsibilities**

- Statewide logistics planning, management and coordination
- Coordination of incident facilities, equipment and supplies in disasters
- Coordination of contract services in disasters
- Status reporting of logistics and resource activities in SOC

**ESF #8 Public Health and Medical Services**

**Coordinator:** *Georgia Department of Public Health*

**Functional Responsibilities**

- Public health
- Coordination of private and NGO health systems in disasters
- Mental health services
- Mass fatality management
- Infection disease surveillance and response coordination
- Coordination of evacuation of special needs
- Coordination of emergency management program

**ESF #9 Search and Rescue**

**Coordinator:** *Georgia Emergency Management Agency / Homeland Security*

**Functional Responsibilities**

- Coordination of search activities in disasters
- Coordination of rescue activities in disasters
- Coordination of search and rescue resources

**ESF #10 Hazardous Materials Response****Coordinator:** *Georgia Department of Natural Resources***Functional Responsibilities**

Coordination of hazardous material response activities

Coordination of environmental protection and long term clean up

**ESF #11 Agriculture and Natural Resources****Coordinator:** *Georgia Department of Agriculture***Functional Responsibilities**

Nutrition assistance in disasters

Coordinate animal, plant disease control activities in disasters

Food safety and security

Natural and cultural resources and historic properties protection

Safety and well-being of household pets

Coordinate animal evacuation assistance

**ESF #12 Energy****Coordinator:** *Georgia Environmental Finance Authority***Functional Responsibilities**

Energy infrastructure assessment, repair and restoration

Energy industry utilities coordination

Fuel industry coordination

Energy forecast and assessment in disasters

**ESF #13 Public Safety and Security****Coordinator:** *Georgia Department of Public Safety***Functional Responsibilities**

Facility and resource security

Security planning and technical resource assistance

Public safety and security support

Traffic and crowd control

**ESF #14 Long-Term Recovery**

**Coordinator:** *Georgia Emergency Management Agency / Homeland Security*

**Functional Responsibilities**

Social and economic impact assessment in disasters

Long-term community recovery coordination

Analysis of mitigation program activities

**ESF #15 External Affairs**

**Coordinator:** *Georgia Emergency Management Agency / Homeland Security*

**Functional Responsibilities**

Public information and protective action guidance dissemination

Media and community relations

State and federal legislative and congressional affairs

Coordination of state joint information centers in disasters

## **VI. Direction, Control and Coordination**

### **A. Direction**

Direction and control the state's response to an emergency or disaster, when this plan is activated and or when a state of emergency is declared, resides with the Director of GEMA/HS and the State Emergency Operation Command. The Director of GEMA/HS will coordinate all state agencies, authorities, boards and departments mobilized pursuant to this plan, regardless of the nature of the emergency or disaster.

### **B. Control and Coordination**

During a disaster in which local resources are overwhelmed or have the potential to be overwhelmed, requests for assistance from neighboring local governments or state agencies may be made by the affected jurisdictions through GEMA/HS and the State Operations Center (SOC). The Governor may declare a State of Emergency to activate necessary state resources. State services and resources are supplements to local governments and are identified in the Emergency Support Function Annex to this plan. State agencies and organizations serve as primary coordinators for each ESF.

If an emergency or disaster exceeds the capabilities of state resources to respond, GEMA/HS may request assistance through the Emergency Management Assistance Compact (EMAC). More information on EMAC is available in the ESF Annexes to this plan. The Governor may also request assistance from the President. Upon a Presidential Declaration, any assistance provided to the state will be coordinated through federal ESFs.

Under the provisions of the Stafford Act, GEMA/HS is responsible for preparing and processing requests for emergency assistance from the federal government on behalf of local governments impacted by natural or manmade disasters in Georgia. GEMA/HS will also assist in coordinating and integrating requested resources from other states or federal agencies to assist local jurisdictions when applicable.

Through the implementing instructions contained within the executive order executing this document, the GEMA/HS Director shall coordinate emergency management activities of all agencies/organizations within the state and serve as a liaison with other states and the federal government.

The GEMA/HS Director assumes responsibility for direction and coordination of ESFs at the State Operations Center (SOC). At the discretion of the GEMA/HS Director and in concurrence with the Governor, a designated alternate SOC may become operational. Each ESF is assigned a primary coordinator, which is a state agency or organization as well as other state agencies identified as primary or supporting roles through the Executive Order of the Governor.

All primary and support agencies responding to an emergency or disaster will be coordinated by GEMA/HS. In addition, other assistance through NGOs and private sector organizations will be coordinated as a part of this process.

A Forward Emergency Operations Center (FEOC), Mobile Communications Vehicle (MCV) and/or a Mobile Command Post (MCP) may be established at or near an emergency or disaster site. In the event a local jurisdiction is unable to perform responsibilities, the GEMA/HS Director may provide support to assist during an emergency or disaster.

State ESFs are matched with the NRF to assure efficient and effective response. State agencies and organizations with primary ESF responsibilities shall develop and maintain, in coordination with support agencies and organizations, Standard Operating Guides (SOGs).

GEMA/HS Communications serves as the State Warning Point and disseminates disaster and emergency information from various sources to local and state emergency management and public safety officials when requested. Emergency information can include but not be limited to weather bulletins, watches and warnings issued by the various National Weather Service Forecast Offices that serve the state, warnings issued by the Storm Prediction Center, warnings issued by owners or operators of power generation facilities, dams and hydroelectric facilities that could impact the state, alerts for confirmed child abductions issued by the Georgia Bureau of Investigation or any other information from federal, state, local or private sector agencies and organizations that is deemed important for local emergency management officials."

Upon escalation of an emergency or disaster, the GEMA/HS Director may require partial or full activation of the SOC with representation of primary and/or support agencies and organizations. The SOC is the primary coordination point for state response. The Emergency Coordinator and/or Alternate authorized to act on behalf of the state agency/organization will perform SOC functional responsibilities. Briefings on the situation will be provided in the SOC. Situation reports will be provided to state and local officials.

### **C. Public Information / Situation Reporting**

Public information briefings, news releases and all other emergency information generated by state agencies and organizations will be coordinated and/or released through GEMA/HS Public Affairs in the SOC. Situation reports, awareness statements and incident action plans shall be generated and maintained by the GEMA/HS Planning Section and disseminated in conjunction with ESF15 and GEMA/HS Public Affairs within the SOC. The GEMA/HS Public Affairs Unit assumes the lead role in establishing a Joint Information Center on behalf of the state in all disasters and emergency situations.

### **D. Finance and Administration**

Expenditure reports that include personnel, travel, supplies and equipment costs must be in accordance with state and federal laws and regulations and will be coordinated through ESF5 and GEMA/HS Finance in the SOC.

*Information on SOC training is available through the GEMA/HS State Operations Center Chief's Office. 1-800-TRY-GEMA or 404-635-7200.*



## **VII. Information Collection, Analysis and Dissemination**

### **A. Situational Awareness**

One of the most important functions of the SOC is to collect, analyze and properly disseminate situational information to general staff and ESF leaders in the SOC to make operational decisions for current and future operational periods. In order to obtain true and accurate situational information, all agencies and ESFs operating within the SOC must enter updates, damage assessments and resource status reports into the incident management software system utilized in the SOC. GIS data collected before, during, and after the event will be used to map the location of events, damage assessments, and response activity; identify risks and resources; and prioritize objectives. Location data collected in the field should be forwarded promptly to the GEMA GIS Section in a spatial format. Critical incident information shall be passed through formal reporting channels according to the SOC Operations Guide.

Each ESF must ensure they have properly trained personnel that are designated to represent them within the SOC. These ESF representatives must be able to reach out to personnel operating within their ESF at the local level as well as outward to other state agencies and up to federal partners when necessary to obtain the most accurate incident status. Likewise these personnel must be aware of the roles and responsibilities of their particular ESF.

## **VIII. Communications**

### **A. Information Planning**

In order to effectively respond to disasters in the state, GEMA/HS will develop facts and assumptions that will allow for the effective collection of disaster intelligence for response and recovery operations.

The GEMA Communications Center functions as the State Warning Point (SWP). The SWP is always operational. The mission of the SWP is to maintain daily situational awareness of potential or ongoing manmade or natural disasters that may affect Georgia and to disseminate disaster and emergency information from various sources to local and state emergency management and public safety officials when requested.

The SWP also receives and processes requests for state level assistance from local jurisdictions when a local emergency requires resources beyond their capability. In addition to the Georgia counties, the SWP maintains direct communications with the Federal Emergency Management Agency (FEMA), the nuclear power plants within and adjacent to Georgia and the National Weather Service forecast offices serving Georgia.

The SWP maintains situational awareness by monitoring various news broadcasts, receiving and redistributing automated weather feeds and by receiving verbal / written reports from local jurisdictions throughout the State. The SWP is also responsible, at the request of the Georgia Bureau of Investigation, for initiating Levi's Calls (Amber Alerts). Levi's Calls are missing person bulletins that interrupt television and radio to announce the aggravated abduction of a child. The SWP is equipped with state of the art equipment which includes satellite phones, a satellite based emergency alert system and a variety of VHF and high frequency radios.

For large-scale planned or unplanned events (such as a national security event, manmade disaster or severe weather) the State Operations Center (SOC) is activated in accordance with this plan. The level of activation is scalable based upon the scope of the event.

When activated appropriate representatives from ESFs, state agencies, FEMA, volunteer organizations and the private sector assemble in the SOC to coordinate a unified response. GEMA Field Coordinators are integrated into the local affected jurisdiction(s) and serve as conduits for communicating resource requirements and situational awareness.

The SOC remains operational throughout the response phase of an event. As recovery operations begin the coordination shifts to a Joint Field Office (JFO) which will be established near the affected area, and staffed by appropriate local, state and federal personnel, if there is a federal disaster declared. Once the JFO is established the SOC returns to an active monitoring status and the JFO takes on the primary responsibility of communicating information specific to the recovery operations for the initial disaster.

In order to disseminate accurate emergency or disaster information, it is imperative that disaster impact assessments be made quickly by local officials, to determine the necessary state response or federal assistance following any major or catastrophic disaster. To accomplish this, the SOC, through the GEMA/HS Field Coordinators have developed protocols to ensure the effective and efficient reporting of local assessments and conditions following a disaster or emergency occurring. These protocols and key pieces of information include:

- Jurisdiction
- Contact Information of Reporting Party
- Date, Time, Locations of Incident
- Initial Summary of Damages
- Number of Injuries
- Number of Deaths
- Evacuations Ordered (If Applicable)
- Status of Shelter Operations
- Road Closures
- School Closures
- Media Response

## **IX. Administration, Finance and Logistics**

### **A. Administration and Finance**

A large scale emergency or disaster will place great demands on resources of the state. Distribution of required resources may be made more difficult by the emergency itself. Initially, priority of the distribution of supplies will be given to food, water and medications. Additional requirements will be identified and resources provided as soon as possible.

Volunteer organizations operating within the Georgia Volunteer Organizations Active in Disaster (VOAD) provide an excellent resource to support the immediate needs of disaster survivors during initial response and recovery operations.

All administrative procedures, rules and regulations currently in place for state agencies, authorities, boards and departments will be followed.

Expenditure reports that include personnel, travel, supplies and equipment costs must be in accordance with state and federal laws and regulations and will be coordinated through ESF5 and GEMA/HS Finance in the SOC. Through ESF5, GEMA/HS Public Assistance and Finance will coordinate the processing of all recovery financial documentation, reimbursement applications and payments.

### **B. Logistics**

For major catastrophic events, the Logistics Unit within the SOC may be tasked to establish, manage, and support a Logistical Staging Area (LSA). The LSA is a temporary warehouse type facility. The LSA will receive, support and organize response resources for deployment. (See State Logistics Staging Area Plan) ESF7 Logistics, provides more details concerning logistical support in a state response.

## **X. Plan Development and Maintenance**

The 2012 publication of the Georgia Emergency Operations Plan shall be effective for four years and will be reviewed annually. The next version of the GEOP should be published on or about May 2016.

Emergency Support Function Annexes shall be effective for two years, but will undergo comprehensive reviews annually. ESF Annexes may be updated and republished as necessary based on lessons learned from exercises or activations of the GEOP.

For the planning cycle of this latest edition of the GEOP, GEMA/HS exercise coordinators anticipate conducting a full scale statewide exercise as well as smaller scale, process specific drills. The goal of these exercises is to evaluate processes and procedures described within this plan. For more information on the GEMA/HS State Wide Exercise Program call 1-800-TRY-GEMA or 404-635-7200. Evaluation and continual process improvement are cornerstones of effective preparedness and progressive emergency management programs. GEMA/HS has incorporated the Homeland Security Exercise and Evaluation Program (HSEEP) into its training and exercise programs. Additionally GEMA/HS has integrated principals of developing structured after action evaluations and corrective action plans.

All agencies listed in the GEOP shall actively participate in after action meetings to identify areas for improvement in the GEOP or other supporting plans or guides to ensure the State of Georgia is continually improving its operational capability to respond to natural and manmade disasters. Upon conclusion of an exercise or the actual activation of the GEOP and or the SOC, ESFs, agencies and organizations listed in this plan shall evaluate their performance against relevant capability objectives to identify deficits and institute corrective action plans. Improvement planning should develop specific recommendations for changes in practice, timelines for implementation, and assignments for completion.

The GEMA/HS Planning Section has formatted the GEOP so that necessary changes may be made to ESFs, Support or Incident Annexes without significant impacts on this base plan or other plan components unless necessary. Any user of this plan is encouraged to recommend changes that they feel may enhance or clarify a particular portion. Suggested changes should be submitted to the GEMA Planning Director for coordination, comment, concurrence and necessary approval, at the address on the following page. The format of suggested changes is shown on the following page.

GEOP Change Request:

**Planning Director**

**Georgia Emergency Management Agency / Homeland Security**

**P. O. Box 18055**

**Atlanta, GA 30316-0055**

**1-800- TRY-GEMA**

**404-635-7200**

Recommended Changes, Corrections, Additions and Deletions to the Georgia Emergency Operations Plan:

Any user of this plan is encouraged to recommend changes to the plan that the user feels might enhance or clarify a particular portion of the area being addressed. Suggested changes should be submitted to the GEMA Planning Director for coordination, comment, concurrence and necessary approval, at the above address. The format of suggested changes is shown on this page.

**AREA OF PLAN:** (Basic Plan, ESF Annex, Support Annex, Incident Annex.) Be as specific as needed.

**CHANGE:** The wording that should be changed. Please include a sentence or two before and after the area that should be changed. If word change only, then underline the words to be changed.

**SHOULD READ:** How the statement or information is to look after the change.

Submitted by:

Name: \_\_\_\_\_

Agency: \_\_\_\_\_

Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

## **XI. Authorities and References**

The GEOP is based on the authority of the State Government of Georgia, specifically that portion of the Official Code of Georgia, Title 38, Section 3, Articles 1 through 3, known as the Georgia Emergency Management Act of 1981, and is compliant with the National Incident Management System and supports the National Response Framework.

This plan consists of five components, which in aggregate outline the state emergency management program.

These components include:

1. Base Plan
2. Emergency Support Function and GaDoD Annexes
3. Support Annexes
4. Incident Annexes
5. Companion Documents, Plan Appendices & Standard Operating Guides

Each of these components are made up of various, plans, guides and documents that collectively describe how the State of Georgia plans for, responds to and recovers from natural and manmade disasters. The five components are published separately but reviewed collectively to ensure seamless integration. More information is available on the GEOP at [www.GEMA.ga.gov](http://www.GEMA.ga.gov) or you may contact the GEMA/HS Planning Director at 404-635-7200.

The Georgia Emergency Operations Plan (GEOP) outlines how state agencies in Georgia prepare for, respond to and recover from various natural and manmade disasters in Georgia. This document is in keeping with decades of planning and coordination between local, state, federal and non-governmental partners operating within and or for the State of Georgia. The GEOP is specifically written to complement the National Response Framework and Local Emergency Operations Plans in Georgia to ensure seamless integration of state and federal resources when necessary.

The (GEOP) is written for federal, state and local government executives, private sector and non-governmental organization (NGOs) leaders, local emergency managers and any other individuals or organizations expected to work in or for Georgia performing emergency management functions. The GEOP is intended to capture and reflect the cooperative spirit of all senior elected and appointed leaders and their organizations to partner in a comprehensive emergency management program to protect the lives and property of all Georgia residents and visitors.

## **XII. State Agencies, Boards, Authorities and Partner Private Sector and Non-governmental Organizations with GEOP Responsibilities**

State department and agency heads and their staffs develop, plan, and train to internal policies and procedures to meet response and recovery needs safely. They should also participate in interagency training and exercises to develop and maintain the necessary capabilities. They are vital to the state's overall emergency management program, as they bring expertise spanning the ESFs and serve as core members of the state operations center.

### **A**

**(ACCG) Association County Commissioners of Georgia:** It is the mission of the Association County Commissioners of Georgia to enhance the role, stature, and responsiveness of county government in Georgia. ACCG will promote the ability of Georgia counties to provide public services responsibly, efficiently, and cost effectively through cooperative legislative action, education of public officials, provision of quality member services and technical assistance, and increasing public awareness of critical local government issues. Formed in 1914 with 19 charter county members, today ACCG serves as the consensus building, training, and legislative organization for all 159 county governments in the state.

**(AGR) Georgia Department of Agriculture:** The Georgia Department of Agriculture regulates, monitors, or assists with the following areas: grocery stores, convenience stores, food warehouses, bottling plants, food processing plants, pet dealers and breeders, animal health, gasoline quality and pump calibration, antifreeze, weights and measures, marketing of Georgia agricultural products domestically and internationally, pesticides, structural pest control, meat processing plants, seed quality, Vidalia onions, state farmers markets, plant diseases, nurseries and garden centers, fertilizer and lime, potting soil; feed, boll weevil eradication, apiaries, Humane Care for Equines Act, bottled water, and other responsibilities.

**(ARC) American Red Cross (Red Cross):** Disaster relief focuses on meeting people's immediate emergency disaster-caused needs. When a disaster threatens or strikes, the Red Cross provides shelter, food, and health and mental health services to address basic human needs. In addition to these services, the core of Red Cross disaster relief is the assistance given to individuals and families affected by disaster to enable them to resume their normal daily activities independently.

**(AGRIRAMA) Georgia's Museum of Agriculture and Living History Museum:** The mission of the Georgia Agrirama Foundation, Inc. is to raise and appropriate financial support for the Agrirama Development Authority through private donations and grantors in order to financially assist in efforts to acquire and



restore artifacts, improve the museum, develop educational programs, and promote the Agrirama. The Agrirama staff has become an integral partner in logistical planning for disasters in Georgia, by incorporating their space and resources available to support staging operations.

**(ARCHIVES) Georgia Archives:** The mission of the Georgia Archives is to identify, select, preserve, and make accessible records that constitute Georgia's recorded history; to increase the efficiency of State Government through effective records management; and to improve the quality of records and archives management throughout the state. The Georgia Archives supports the Secretary of State's vision to become the most customer-friendly agency in state government. The agency strives to provide innovative, efficient, accurate, and professional service to the citizens of Georgia. The Georgia Archives is committed to providing assistance to the citizens of Georgia during preparedness, response, and recovery operations, specifically in the case that essential government records, historical and cultural collections, or personal family treasures are damaged by a disaster.

**(AUDITS) Georgia Department of Audits and Accounts:** The mission of the Department of Audits and Accounts is to provide decision-makers with credible management information to promote improvements in accountability and stewardship in state and local government.

## **B**

**(BOR) University System of Georgia - Board of Regents:** The mission of the University System of Georgia is to contribute to the educational, cultural, economic, and social advancement of Georgia by providing excellent undergraduate general education and first-rate programs leading to associate, baccalaureate, masters, professional, and doctorate degrees; by pursuing leading-edge basic and applied research, scholarly inquiry, and creative endeavors; and by bringing these intellectual resources, and those of the public libraries, to bear on the economic development of the State and the continuing education of its citizens.

## **C**

**(CJCC) Criminal Justice Coordinating Council:** The CJCC conducts planning, research and evaluation activities to improve criminal justice system operations and coordination. It operates Georgia's Crime Victims Compensation Program which utilizes federal funds and fee and fine proceeds to provide financial assistance to victims of violent crime.

## **D**

**(DBHDD) Georgia Department of Behavioral Health & Developmental Disabilities:** DBHDD provides treatment and support services to people with mental illnesses and addictive diseases, and support to people with mental retardation and

related developmental disabilities. DBHDD serves people of all ages with the most severe and likely to be long-term conditions, including consumers with forensic issues. Services are provided across the state through contracts with 25 community service boards, boards of health and various private providers, and through state-operated regional hospitals.

**(DCA) Georgia Department of Community Affairs:** DCA operates a host of state and federal grant programs; serves as the state's lead agency in housing finance and development; promulgates building codes to be adopted by local governments; provides comprehensive planning, technical and research assistance to local governments; and serves as the lead agency for the state's solid waste reduction efforts.

**(DCH) Georgia Department of Community Health:** DCH was created in 1999 to serve as the lead agency for health care planning and purchasing issues in Georgia. The General Assembly created DCH by consolidating four agencies involved in purchasing, planning and regulating health care. The department is designated as the single state agency for Medicaid. In 2009, Healthcare Facility Regulation was created at DCH from sections transferred from the former Department of Human Resources Office of Regulatory Services.

**(DDS) Department of Driver Services:** The Department of Driver Services is the primary agency responsible for all motor vehicle license issued in the state.

**(DHR) Georgia Department of Human Services:** DHS is Georgia's human service agency whose mission is to strengthen Georgia families by providing services through about 80 programs that ensure their health and welfare.

**(DJJ) Georgia Department of Juvenile Justice:** DJJ operates both short and long term facilities for youth awaiting trial or who have been committed to DJJ custody by the Juvenile Courts. Regional Youth Detention Centers (RYDCs) are secure short-term centers for youths awaiting trial in Juvenile or Superior Court, or awaiting a community-based placement elsewhere more suitable for his/her needs. Youth Development Campuses (YDCs) are long-term rehabilitation facilities for youth sentenced or committed to DJJ custody by juvenile courts.

**(DNR) Georgia Department of Natural Resources:** The mission of the Department of Natural Resources is to sustain, enhance, protect, and conserve Georgia's natural, historic, and cultural resources for present and future generations, while recognizing the importance of promoting the development of commerce and industry that utilize sound environmental practices.

**(DOAS) Georgia Department of Administrative Services:** The Department of Administrative Services (DOAS) is Georgia state government's business solutions provider. DOAS' product and service offerings encompass a broad spectrum that includes risk management services, purchasing services, fleet management, document services, and surplus property.

**(DOE) Georgia Department of Education:** The Georgia Department of Education (GaDOE) oversees public education throughout the state. It ensures that laws and regulations pertaining to education are followed and that state and federal money appropriated for education is properly allocated to local school systems. The mission of the GaDOE is to increase graduation rates, strengthen teacher quality, improve workforce readiness skills, develop strong education leaders, and improve student achievement scores. The Georgia Department of Education is fully committed to communicating essential emergency information to all public schools districts in Georgia through the State School Superintendent's office during disaster preparedness, response and recovery operations to protect the citizens of Georgia.

**(DOL) Georgia Department of Labor:** The Georgia Department of Labor: 1) Helps individuals attain their work goals and increase self-sufficiency through employment, training, comprehensive rehabilitation, and support services and 2) Helps employers meet their business needs through employee recruitment and selection services, workforce information, and technical support.

**(DOR) Department of Revenue:** The Department of Revenue was created in 1938 and is the principal tax-collecting agency for the State of Georgia. In addition to administering tax laws, the department is responsible for enforcing laws and regulations pertaining to the control of alcoholic beverages and tobacco products in Georgia as well as motor vehicle tag and title administration.

**(DOT) Georgia Department of Transportation:** The Georgia Department of Transportation plans, constructs, maintains and improves the state's road and bridges; provides planning and financial support for other modes of transportation such as mass transit and airports; provides airport and air safety planning; and provides air travel to state departments.

**(DPH) Georgia Department of Public Health:** The Georgia Department of Public Health (DPH) is the lead agency entrusted by the people of the State of Georgia with the ultimate responsibility for the health of communities and the entire population. At the state level, DPH is divided into numerous branches, sections, programs and offices, and at the local level, DPH functions via 18 health districts and 159 county health departments.

**(DPS) Georgia Department of Public Safety:** The mission of the Georgia Department of Public Safety is to work cooperatively with all levels of government to provide a safe environment for residents and visitors to the state. Although focused primarily on the enforcement of traffic laws and investigation of traffic crashes, the Department of Public Safety will support the efforts of all public safety agencies to reduce crime, apprehend those who commit them, and respond to natural and manmade disasters.

## G

**(GBA) Georgia Building Authority:** GBA provides maintenance, renovations, housekeeping, landscaping, food service, event catering, recycling, parking, and building access services to state employees housed in GBA-managed facilities.

**(GBC) Georgia Baptist Convention:** The Disaster Relief Ministry of the Georgia Baptist Convention is ready to respond to the ministry needs of disaster victims in Georgia and across the nation whenever a disaster strikes. They can respond with feeding units, clean up and recovery units, communications, child care and chaplaincy.

**(GBI) Georgia Bureau of Investigation:** The Georgia Bureau of Investigation (GBI) is an independent, statewide agency that provides assistance to the state's criminal justice system in the areas of criminal investigations, forensic laboratory services and computerized criminal justice information. The mission of the Georgia Bureau of Investigation is to provide the highest quality investigative, scientific, and information services and resources to the criminal justice community and others as authorized by law, for the purpose of maintaining law and order, and the protection of life and property. The Mission will be achieved by a team of skilled and dedicated employees, utilizing innovative programs and state of the art technology.

**(GaDoD) Georgia Department of Defense:** The Georgia Department of Defense is made up of nearly 15,000 soldiers, airmen and civilians who assist in disaster response operations and serve as a support agency to nearly all ESFs except 14. In addition to the men and women of the Army and Air Guard, the GaDoD has hundreds of volunteers within the Georgia State Defense Force who perform a variety of missions for the National Guard including family support, legal assistance, medical support, and technical assistance in a variety of areas including communications, Emergency Support Teams and in other specialized areas. The Georgia State Defense Force performs missions such as evacuation and control during natural disasters, perimeter safety and medical assistance to major public festivals, and maintains liaison with a variety of local emergency, law enforcement, and homeland security agencies.

**(GDC) Georgia Department of Corrections:** The Georgia Department of Corrections protects and serves the public as a professional organization by effectively managing offenders while helping to provide a safe and secure environment for the citizens of Georgia.

**(GDEcD) Georgia Department of Economic Development:** The Georgia Department of Economic Development is a global agency and one-stop-shop for accessing Georgia's assets and finding the right components for success. Specialists assist in business expansion and relocation, international trade, small business development, tourism foundation creation, cutting-edge technological advances, the entertainment industry, and travel.

**(GEFA) Georgia Environmental Finance Authority:** GEFA is a state agency that administers a wide variety of programs that provide financial assistance and other support services to improve Georgia's environment. GEFA's program focus areas are water, wastewater, solid waste, recycling, land conservation, energy efficiency and fuel storage tanks for local governments, other state agencies and non-profit organizations.

- The GEFA Division of Energy Resources promotes energy efficiency, renewable energy and energy assistance programs that improve environmental quality, strengthen quality of life and stimulate sustainable economic development in Georgia.
- The Fuel Storage Tank Division was established in 1995 in response to new federal construction and maintenance standards for fuel storage tanks. Its responsibility encompasses underground and aboveground storage tanks used to provide vehicle fueling, heating oil and/or emergency generator support at State of Georgia facilities.
- Water Resources Division highlights: The Water Resources Division provides inexpensive, easy-to-use financing to build water and sewer system improvements and solid waste disposal solutions, GEFA helps cities and counties purchase properties or easements that help them meet their local land conservation goals. The Georgia Environmental Protection Division's Watershed Protection Branch is an invaluable partner to GEFA.

**(GEMA) Georgia Emergency Management Agency / Homeland Security:** This agency coordinates emergency management activities of all agencies/organizations within the state and serves as a liaison with other states and the federal government. GEMA/HS's mission is to provide a comprehensive and aggressive all-hazards approach to homeland security initiatives, mitigation, preparedness, response, recovery and special events in order to protect life and property and prevent and/or reduce negative impacts of terrorism and natural disasters in Georgia.

**(Georgia EMC) Georgia Electric Membership Corporation:** Georgia Electric Membership Corporation (Georgia EMC) is the statewide trade association serving Georgia's 42 electric membership cooperatives (EMCs). The co-ops provide legislative representation, community and economic development services, training and youth programs. Georgia Electric Membership Corp. is the statewide trade association that serves:

- Georgia's 42 electric membership corporations
- Oglethorpe Power Corp.
- Georgia Transmission Corp.
- Georgia System Operations Corp.

Georgia EMC's services include:

- Legislative representation at the state and national levels
- Community and economic development
- Youth and education programs
- Safety and training programs
- Media relations and communications/member services support

**(GFC) Georgia Forestry Commission:** GFC professionals provide a wide variety of services including fire detection, issuing burn permits, wildfire suppression and prevention services, emergency and incident command system expertise, rural fire department assistance, forest management assistance to landowners and communities, the marketing and utilization of forest resources and nature services, and growing and selling quality tree seedlings for planting.

**(GHCA) The Georgia Health Care Association:** The GHCA is an association of nursing homes representing the best interests of residents as well as owners, administrators, and other personnel. GHCA strives to enhance the ability of its member facilities to provide competent and compassionate care to meet the ever changing health care needs of Georgia elderly and disabled citizens. GHCA is committed to continuously improve the quality of life of all persons requiring long term health care. To achieve these goals, GHCA works closely with government agencies and other trade and professional associations in developing, amending, and implementing, sound legislation, regulatory policies, and standards of care.

**(GHA) Georgia Hospital Association:** The mission of the Georgia Hospital Association is to advocate for and assist members to improve the delivery of accessible, quality, comprehensive and cost-effective hospital and health services and to improve the overall health status of the community.

**(GMA) Georgia Municipal Association:** GMA's purpose is to anticipate and influence the forces shaping Georgia's communities and to provide leadership, tools, and services that assist local governments in becoming more innovative, effective, and responsive. GMA's membership currently totals more than 502 municipal governments, accounting for more than 99% of the state's municipal population. A 56-member Board of Directors, composed of city officials, governs GMA. Program implementation is charged to the Executive Director and staff of over 80 full-time employees.

**(GMAG) Georgia Mutual Aid Group:** The mission of GMAG is to maximize the saving of life, property, and the environment through preparedness for, mitigation of, timely response to, and efficient recovery from disastrous incidents exceeding local capabilities. The Georgia Mutual Aid Group is fully committed to providing mutual aid services for public safety agencies during disaster preparedness, response and recovery operations to protect the lives and property of all Georgia Residents and Visitors.

**(GNA) Georgia Nurses Association:** GNA is the state's largest professional nursing association for registered nurses in all practice settings. GNA for the purpose of uniting the profession, advocates for quality healthcare and provides opportunities for growth through energizing experiences, empowering insight, and essential resources.

**(GOV) Governor's Office of Consumer Affairs:** The mission of the Georgia Governor's Office of Consumer Affairs is to protect consumers and businesses



from unlawful, deceptive and unfair practices in the marketplace by enforcement of the laws we administer and through education.

**(GPA) Georgia Pharmacy Association:** The mission of the Georgia Pharmacy Association shall be to promote and enhance the profession of pharmacy and the practice standards of its practitioners

**(GPB) Georgia Public Broadcasting:** The mission of GPB is to create, produce and distribute high quality programs and services that educate, inform and entertain our audiences and enrich the quality of their lives.

**(GPC) Georgia Power Company:** Georgia Power serves 2.25 million customers in 155 of Georgia's 159 counties providing both power supply and generation.

**(GPSTC) Georgia Public Safety Training Center:** The department is charged with the development, delivery, and facilitation of training that results in professional and competent public safety services for the people of Georgia. The Training Center is responsible for the coordination of the delivery of training to all state public safety officers, job specific training programs for state agencies, advanced and specialized training for both state and local peace officers, chief executive training and supervisory and management training.

**(GRTA) Georgia Regional Transportation Authority:** It is the mission of GRTA to improve Georgia's mobility, air quality and land use practices.

**(GSFIC) Georgia State Financing and Investment Commission:** The Georgia State Finance and Investment Commission, created by Constitutional Amendment in 1972, is responsible for the proper application of proceeds from general obligation debt and the issuance of all public debt by the State. No agency or authority can incur debt or employ other financial or investment advisory counsel, without Commission approval. The Commission consists of the Financing and Investment Division and the Construction Division.

**(GTA) Georgia Technology Authority:** GTA has statutory responsibilities, including technology enterprise management (methods for managing technology resources for state agencies—data centers, servers, mainframes, PCs and laptops, wide and local area networks, telecommunications and technology personnel) and technology portfolio management (approaches for analyzing and ranking the state's technology investments).

**(GTC) Georgia Transmission Corporation:** GTC provides bulk power over high-volume electric lines to 39 EMCs, essentially serving as a link between power generation and the EMCs' individual electric distribution systems. Georgia Transmission plans, builds and maintains a transmission system of more than 2,700 miles of power lines and nearly 600 substations.

## O

**(OCI) Georgia Office of the Commissioner of Insurance and Fire Safety:** The mission of the Office of the Commissioner of Insurance is to ensure that the public's interests are served through professional oversight of regulated industries, consumer protection, and broad-based educational activities.

**(OPB) Georgia Office of Planning & Budget:** The Office of Planning and Budget (OPB) was formally enacted to serve the Office of the Governor as a budget and planning unit. Each year, the Governor, as the state's budget director, is required to present to the General Assembly a recommended state budget for the upcoming and amended fiscal year. Prior to submitting the proposed budget, OPB analyzes agency budget requests and policy issues, and develops comprehensive budget recommendations for the Governor's review, from which the final recommendations are brought to the legislature for consideration. OPB submits this budget recommendation in a prioritized budgeting format, a programmatically and results-oriented presentation of funding requirements.

## P

**(PAP) State Board of Pardons and Paroles:** The State Board of Pardons and Paroles is a part of the executive branch of Georgia's government, authorized to grant paroles, pardons, reprieves, remissions, commutations, and to restore civil and political rights.

**(PORTS) Georgia Ports Authority:** The Georgia Ports Authority maintains and operates Georgia's Ports. Facilitates global trade through strategic U.S. East Coast gateways, the Georgia Ports Authority is a leader in the operation of modern terminals and in meeting the demands of international business.

**Prosecuting Attorneys Council of Georgia:** The Prosecuting Attorneys' Council of Georgia assists the prosecuting attorneys of Georgia who seek justice with honor in their efforts against criminal activity.

**(PSC) Georgia Public Service Commission:** The mission of the Georgia Public Service Commission is to exercise its authority and influence to ensure that consumers receive safe, reliable and reasonably priced telecommunications, transportation, electric and natural gas services from financially viable and technically competent companies. The Georgia Public Service Commission has exclusive power to decide what are fair and reasonable rates for services under its jurisdiction. The commission may: conduct investigations, hearings and gather evidence, inspect properties, books and paper of regulated companies, determine costs, make and ensure rules, issue orders giving effect to commission decisions, institute judicial proceedings to enforce orders, rules and regulations

## S

**The Salvation Army:** The Salvation Army's Goals in Emergency Disaster Services is to initiate disaster relief operations, the first aim is to meet the basic needs of



those who have been affected, both survivors and first responders (such as firefighters and law enforcement).

**(SDVS) Georgia State Department of Veterans Service:** The mission of the Department of Veterans Service is to serve the some 700,000-plus veterans residing in Georgia, their dependents and survivors in all matters pertaining to veterans benefits. The Department's mission falls into two basic tasks: informing the veterans and their families about veterans' benefits; and directly assisting and advising veterans and their families in securing the federal and state benefits to which they are entitled.

**(SOS) Georgia Secretary of State:** Users can file corporation renewals, find information on a corporation, renew a professional license, register to vote, view state election results, or view historical documents, among many other options.

**(SPC) State Properties Commission:** The Georgia State Properties Commission (GSPC) is responsible for the acquisition and disposition of all State-owned real property and all real property interests.

## **T**

**(TCSG) Technical College System of Georgia:** The Technical College System of Georgia (TCSG) oversees the state's technical colleges, adult literacy programs, and a host of economic and workforce development programs.

## **V**

**(VOAD) Georgia Volunteer Organizations Active in Disaster:** Members of Georgia VOAD form a coalition of nonprofit organizations that respond to disasters as part of their overall mission. Together they foster more effective service through the four C's—communication, coordination, cooperation and collaboration—by providing convening mechanisms and outreach for all people and organizations involved in disasters.

### **XIII. Glossary of Terms**

**Agency:** A division of government with a specific function offering a particular kind of assistance. In the Incident Command System, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance). Governmental organizations are most often in charge of an incident, though in certain circumstances private-sector organizations may be included. Additionally, nongovernmental organizations may be included to provide support.

**Agency Representative:** A person assigned by a primary, assisting, or cooperating Federal, State, tribal, or local government agency or private organization that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

**All-Hazards:** Describing an incident, natural or manmade, that warrants action to protect life, property, environment, and public health or safety, and to minimize disruptions of government, social, or economic activities.

**Annexes:** See **Emergency Support Function Annexes, Incident Annexes, and Support Annexes.**

**Area Command:** An organization established to oversee the management of multiple incidents that are each being handled by a separate Incident Command System organization or to oversee the management of a very large or evolving incident that has multiple incident management teams engaged. An agency administrator/executive or other public official with jurisdictional responsibility for the incident usually makes the decision to establish an Area Command. An Area Command is activated only if necessary, depending on the complexity of the incident and incident management span-of-control considerations.

**Assessment:** The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

**Assignment:** A task given to a resource to perform within a given operational period that is based on operational objectives defined in the Incident Action Plan.

**Branch:** The organizational level having functional or geographical responsibility for major aspects of incident operations. A Branch is organizationally situated between the Section Chief and the Division or Group in the Operations Section, and between the Section and Units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area

**Catastrophic Incident:** Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the

population, infrastructure, environment, economy, national morale, and/or government functions.

**Chain of Command:** A series of command, control, executive, or management positions in hierarchical order of authority.

**Chief:** The Incident Command System title for individuals responsible for management of functional Sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence/Investigations (if established as a separate Section).

**Chief Elected Official:** A County Chairperson or City Mayor.

**Citizen Corps:** A community-level program, administered by the Georgia Emergency Management Agency/Homeland Security, that brings government and private-sector groups together and coordinates the emergency preparedness and response activities of community members. Through its network of community, State, and tribal councils, Citizen Corps increases community preparedness and response capabilities through public education, outreach, training, and volunteer service.

**Command:** The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

**Command Staff:** An incident command component that consists of a Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander.

**Common Operating Picture:** A continuously updated overview of an incident compiled throughout an incident's life cycle from data shared between integrated systems for communication, information management, and intelligence and information sharing. The common operating picture allows incident managers at all levels to make effective, consistent, and timely decisions. The common operating picture also helps ensure consistency at all levels of incident management across jurisdictions, as well as between various governmental jurisdictions and private-sector and nongovernmental entities that are engaged.

**Comprehensive Preparedness Guide (CPG) 101: Producing Emergency Plans- A Guide for All Hazard Emergency Operations Planning for State, Territorial, Local, and Tribal Governments.** This guide describes the intersection of the Federal and State, tribal, and local plans and planning. Replaces State and Local Guide (SLG) 101.

**Coordinate:** To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

**Corrective Actions:** Implementing procedures that are based on lessons learned from actual incidents or from training and exercises.

**Critical Infrastructure:** Systems, assets, and networks, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

**Defense Coordinating Officer (DCO):** Individual who serves as the Department of Defense (DOD)'s single point of contact at the Joint Field Office (JFO) for requesting assistance from DOD. With few exceptions, requests for Defense Support of Civil Authorities originating at the JFO are coordinated with and processed through the DCO. The DCO may have a Defense Coordinating Element consisting of a staff and military liaison officers to facilitate coordination and support to activated Emergency Support Functions.

**Defense Support of Civil Authorities (DSCA):** Support provided by U.S. military forces (Regular, Reserve, and National Guard), Department of Defense (DOD) civilians, DOD contract personnel, and DOD agency and component assets, in response to requests for assistance from civilian Federal, State, local, and tribal authorities for domestic emergencies, designated law enforcement support, and other domestic activities.

**Demobilization:** The orderly, safe, and efficient return of a resource to its original location and status.

**DHS:** The United States Department of Homeland Security.

**Disaster Recovery Center (DRC):** A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid.

**Division:** The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A Division is located within the Incident Command System organization between the Branch and resources in the Operations Section.

**Domestic Readiness Group (DRG):** An interagency body convened on a regular basis to develop and coordinate preparedness, response, and incident management policy. This group evaluates various policy issues of interagency importance regarding domestic preparedness and incident management and makes recommendations to senior levels of the policymaking structure for decision. During an incident, the DRG may be convened by the Department of Homeland Security to evaluate relevant interagency policy issues regarding response and develop recommendations as may be required.

**Emergency:** Any incident, whether natural or manmade, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health

and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

**Emergency Management:** As subset of incident management, the coordination and integration of all activities necessary to build, sustain, and improve the capability to prepare for, protect against, respond to, recover from, or mitigate against threatened or actual natural disasters, acts of terrorism, or other manmade disasters.

**Emergency Management Assistance Compact (EMAC):** A congressionally ratified organization that provides form and structure to interstate mutual aid. Through EMAC, a disaster-affected State can request and receive assistance from other member States quickly and efficiently, resolving two key issues up front: liability and reimbursement.

**Emergency Manager:** The person who has the day-to-day responsibility for emergency management programs and activities. The role is one of coordinating all aspects of a jurisdiction's mitigation, preparedness, response, and recovery capabilities.

**Emergency Operations Center (EOC):** The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, tribal, city, county), or some combination thereof.

**Emergency Plan:** The ongoing plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

**Emergency Public Information:** Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

**Emergency Support Function (ESF) Annexes:** Present the missions, policies, structures, and responsibilities of Federal agencies for coordinating resource and programmatic support to States, tribes, and other Federal agencies or other jurisdictions and entities when activated to provide coordinated Federal support during an incident.

**Emergency Support Function (ESF) Coordinator:** The entity with management oversight for that particular ESF. The coordinator has ongoing responsibilities throughout the preparedness, response, and recovery phases of incident management.

**Emergency Support Function (ESF) Primary Agency:** An agency with significant authorities, roles, resources, or capabilities for a particular function within an ESF. A Federal agency designated as an ESF primary agency serves as a Federal executive agent under the Federal Coordinating Officer (or Federal Resource Coordinator for non-Stafford Act incidents) to accomplish the ESF mission.

**Emergency Support Function (ESF) Support Agency:** An entity with specific capabilities or resources that support the primary agencies in executing the mission of the ESF.

**Emergency Support Functions (ESFs):** Used by the Federal Government and many State governments as the primary mechanism at the operational level to organize and provide assistance. ESFs align categories of resources and provide strategic objectives for their use. ESFs utilize standardized resource management concepts such as typing, inventorying, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

**External Affairs:** Organizational element that provides accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the local populace.

**Evacuation:** Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

**Event:** An occurrence which may require public safety and or emergency planning and response activities. Events are usually planned for in advance and can include any situations which cause an increased public response or preparedness activity.

**Federal:** Of or pertaining to the Federal Government of the United States of America.

**Federal Coordinating Officer (FCO):** The official appointed by the President to execute Stafford Act authorities, including the commitment of Federal Emergency Management Agency (FEMA) resources and mission assignment of other Federal departments or agencies. In all cases, the FCO represents the FEMA Administrator in the field to discharge all FEMA responsibilities for the response and recovery efforts underway. For Stafford Act events, the FCO is the primary Federal representative with whom the State Coordinating Officer and other State, tribal, and local response officials interface to determine the most urgent needs and set objectives for an effective response in collaboration with the Unified Coordination Group.

**Federal-to-Federal Support:** Support that may occur when a Federal department or agency responding to an incident under its own jurisdictional authorities requests Department of Homeland Security coordination to obtain additional Federal assistance. As part of Federal-to-Federal support, Federal departments and agencies execute interagency or intra-agency reimbursable agreements, in accordance with the Economy Act or other applicable authorities.

**Federal Resource Coordinator (FRC):** Official who may be designated by the Department of Homeland Security in non-Stafford Act situations when a Federal department or agency acting under its own authority has requested the assistance of the Secretary of Homeland Security to obtain support from other Federal departments and agencies. In these situations, the FRC coordinates support through interagency agreements and memorandums of understanding. The FRC is responsible for coordinating timely delivery of resources to the requesting agency.

**FEMA:** Federal Emergency Management Agency.

**FEMA Regional Offices:** FEMA has 10 regional offices, each headed by a Regional Administrator. The regional field structures are FEMA's permanent presence for communities and States across America.

**Finance/Administration Section:** (1) Incident Command: Section responsible for all administrative and financial considerations surrounding an incident. (2) Joint Field Office (JFO): Section responsible for the financial management, monitoring, and tracking of all Federal costs relating to the incident and the functioning of the JFO while adhering to all Federal laws and regulations.

**Function:** One of the five major activities in the Incident Command System: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved (e.g., the planning function). A sixth function, Intelligence/Investigations, may be established, if required, to meet incident management needs.

**Functional Needs Populations:** Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children. Most emergency practitioners in Georgia recognize for disaster response purposes, those citizens with medical assistance needs that are above the services available in general population shelters, or those because of their medical conditions, require transportation assistance, especially during evacuation and re-entry operations.

**Fusion Center:** Facility that brings together into one central location law enforcement, intelligence, emergency management, public health, and other agencies, as well as private-sector and nongovernmental organizations when appropriate, and that has the capabilities to evaluate and act appropriately on all available information. In Georgia, the Georgia Information Sharing and Analysis Center fills this role.

**General Staff:** A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief. An Intelligence/Investigations Chief may be established, if required, to meet incident management needs.

**Georgia Disaster Housing Task Force (GDHTF):** A group of representatives from State and Local Agencies, Volunteer Organizations and the Private Sector, that collectively examine and plan for the potential housing needs in Georgia following a catastrophic disaster occurring within Georgia or in the event that the state is asked to host displaced residents from another state due to similar circumstances.



**Georgia Search and Rescue (GSAR):** Specially trained and equipped teams, strategically located across the Georgia that can locate, rescue (extricate), and provide initial medical stabilization of victims trapped in confined spaces.

**Georgia Voluntary Organizations Active in Disaster (GAVOAD):** A consortium of more than 30 recognized state and national organizations active in disaster relief. Their organizations provide capabilities to incident management and response efforts at all levels. Agencies within the GAVOAD often times are able to assist local emergency management programs with such things as debris removal, direct assistance to private property owners and counseling services.

**Governor's Authorized Representative:** An individual empowered by a Governor to: (1) execute all necessary documents for disaster assistance on behalf of the State, including certification of applications for public assistance; (2) represent the Governor of the impacted State in the Unified Coordination Group, when required; (3) coordinate and supervise the State disaster assistance program to include serving as its grant administrator; and (4) identify, in coordination with the State Coordinating Officer, the State's critical information needs for incorporation into a list of Essential Elements of Information.

**Group:** Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between Branches and resources in the Operations Section. See **Division**.

**Hazard:** Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

**Hazard Identification and Risk Assessment (HIRA):** A process to identify hazards and associated risk to persons, property, and structures and to improve protection from natural and human-caused hazards. HIRA serves as a foundation for planning, resource management, capability development, public education, and training and exercises.

**Homeland Security Exercise and Evaluation Program (HSEEP):** A capabilities and performance-based exercise program that provides a standardized methodology and terminology for exercise design, development, conduct, evaluation, and improvement planning.

**Incident:** An occurrence or event, natural or manmade, that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

**Incident Action Plan (IAP):** An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include



attachments that provide direction and important information for management of the incident during one or more operational periods.

**Incident Annexes:** Describe the concept of operations to address specific contingency or hazard situations or an element of an incident requiring specialized application of the *National Response Framework*.

**Incident Command:** Entity responsible for overall management of the incident. Consists of the Incident Commander, either single or unified command, and any assigned supporting staff.

**Incident Command Post (ICP):** The field location where the primary functions are performed. The ICP may be co-located with the incident base or other incident facilities.

**Incident Command System (ICS):** A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is a management system designed to enable effective incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

**Incident Commander:** The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The Incident Commander has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

**Incident Management:** Refers to how incidents are managed across all homeland security activities, including prevention, protection, and response and recovery.

**Incident Management Assistance Team (IMAT):** An interagency national- or regional-based team composed of subject-matter experts and incident management professionals from multiple Federal departments and agencies.

**Incident Management Team (IMT):** An incident command organization made up of the Command and General Staff members and appropriate functional units of an Incident Command System organization. The level of training and experience of the IMT members, coupled with the identified formal response requirements and responsibilities of the IMT, are factors in determining the "type," or level, of IMT. IMTs are generally grouped in five types. Types I and II are national teams, Type III are State or regional, Type IV are discipline- or large jurisdiction-specific, and Type V are ad hoc incident command organizations typically used by smaller jurisdictions.

**Incident Objectives:** Statements of guidance and direction needed to select appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

**Infrastructure Liaison:** Individual assigned by the Department of Homeland Security Office of Infrastructure Protection who advises the Unified Coordination Group on regionally or nationally significant infrastructure and key resources issues.

**Interoperability:** The ability of emergency management/response personnel to interact and work well together. In the context of technology, interoperability also refers to having an emergency communications system that is the same or is linked to the same system that a jurisdiction uses for non-emergency procedures, and that effectively interfaces with national standards as they are developed. The system should allow the sharing of data with other jurisdictions and levels of government during planning and deployment.

**Job Aid:** A checklist or other visual aid intended to ensure that specific steps for completing a task or assignment are accomplished.

**Joint Field Office (JFO):** The primary Federal incident management field structure. The JFO is a temporary Federal facility that provides a central location for the coordination of Federal, State, tribal, and local governments and private-sector and nongovernmental organizations with primary responsibility for response and recovery. The JFO structure is organized, staffed, and managed in a manner consistent with *National Incident Management System* principles and is led by the Unified Coordination Group. Although the JFO uses an Incident Command System structure, the JFO does not manage on-scene operations. Instead, the JFO focuses on providing support to on-scene efforts and conducting broader support operations that may extend beyond the incident site.

**Joint Information Center (JIC):** An interagency entity established to coordinate and disseminate information for the public and media concerning an incident. JICs may be established locally, regionally, or nationally depending on the size and magnitude of the incident.

**Joint Information System (JIS):** Mechanism that integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, accurate, accessible, timely, and complete information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the Incident Commander; advising the Incident Commander concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

**Joint Operations Center (JOC):** An interagency command post established by the Federal Bureau of Investigation to manage terrorist threats or incidents and investigative and intelligence activities. The JOC coordinates the necessary local, State, and Federal assets required to support the investigation, and to prepare for, respond to, and resolve the threat or incident.

**Joint Task Force (JTF):** Based on the complexity and type of incident, and the anticipated level of Department of Defense (DOD) resource involvement, DOD may elect to designate a JTF to command Federal (Title 10) military activities in support of the incident objectives. If a JTF is established, consistent with operational requirements, its command and control element will be co-located with the senior on-scene leadership at the Joint Field Office (JFO) to ensure coordination and unity of effort. The co-location of the JTF command and control element does not replace the requirement for a Defense Coordinating Officer (DCO)/Defense Coordinating Element as part of the JFO Unified Coordination Staff. The DCO remains the DOD single point of contact in the JFO for requesting assistance from DOD.

**Joint Task Force (JTF) Commander:** Individual who exercises operational control of Federal military personnel and most defense resources in a Federal response. Some Department of Defense (DOD) entities, such as the U.S. Army Corps of Engineers, may respond under separate established authorities and do not provide support under the operational control of a JTF Commander. Unless federalized, National Guard forces remain under the control of a State Governor. Close coordination between Federal military, other DOD entities, and National Guard forces in a response is critical.

**Jurisdiction:** A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., Federal, State, tribal, and local boundary lines) or functional (e.g., law enforcement, public health).

**Jurisdictional Agency:** The agency having jurisdiction and responsibility for a specific geographical area, or a mandated function.

**Key Resources:** Any publicly or privately controlled resources essential to the minimal operations of the economy and government.

**Liaison Officer:** A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies or organizations.

**Local Government:** A county, municipality, city, local public authority, school district, special district or intrastate district.

**Logistics Section:** (1) Incident Command: Section responsible for providing facilities, services, and material support for the incident. (2) Joint Field Office (JFO): Section that coordinates logistics support to include control of and accountability for Federal supplies and equipment; resource ordering; delivery of equipment, supplies, and services to the JFO and other field locations; facility location, setup, space management, building services, and general facility operations; transportation

coordination and fleet management services; information and technology systems services; administrative services such as mail management and reproduction; and customer assistance.

**Logistics Staging Area:** a pre-designated location at which state or mutual aid personnel, supplies, and equipment are to be received within Georgia during disasters, and then deployed to impacted counties.

**Long-Term Recovery:** A process of recovery that may continue for a number of months or years, depending on the severity and extent of the damage sustained. For example, long-term recovery may include the complete redevelopment of damaged areas.

**Major Disaster:** Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion in any part of the United States that, in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance under the Stafford Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

**Mission Assignment:** The mechanism used to support Federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable State or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work. See also **Pre-Scripted Mission Assignment**.

**Mitigation:** Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or manmade disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

**Mobilization:** The process and procedures used by all organizations—Federal, State, tribal, and local—for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

**Multi-agency Coordination (MAC) Group:** Typically, administrators/executives, or their appointed representatives, who are authorized to commit agency resources and funds, are brought together and form MAC Groups. MAC Groups may also be known as multiagency committees, emergency management committees, or as otherwise defined by the system. A MAC Group can provide coordinated decision-making and resource allocation among cooperating agencies, and may establish the priorities among incidents, harmonize agency policies, and provide strategic guidance and direction to support incident management activities.

**Multi-agency Coordination System(s) (MACS):** Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The elements of multiagency coordination systems include facilities, equipment, personnel, procedures, and communications. Two of the most commonly used elements are emergency operations centers and MAC Groups. These systems assist agencies and organizations responding to an incident.

**Multi-jurisdictional Incident:** An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of the incident. In the Incident Command System, these incidents will be managed under Unified Command.

**Mutual Aid and Assistance Agreement:** Written or oral agreement between and among agencies/organizations and/or jurisdictions that provides a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and/or after an incident.

**National:** Of a nationwide character, including the Federal, State, tribal, and local aspects of governance and policy.

**National Disaster Medical System (NDMS):** A federally coordinated system that augments the Nation's medical response capability. The overall purpose of the NDMS is to establish a single, integrated national medical response capability for assisting State and local authorities in dealing with the medical impacts of major peacetime disasters. NDMS, under Emergency Support Function #8 – Public Health and Medical Services, supports Federal agencies in the management and coordination of the Federal medical response to major emergencies and federally declared disasters.

**National Exercise Program:** A Department of Homeland Security-coordinated exercise program based upon the National Planning Scenarios contained which are the *National Preparedness Guidelines*. This program coordinates and, where appropriate, integrates a 5-year homeland security exercise schedule across Federal agencies and incorporates exercises at the State and local levels.

**National Incident Management System (NIMS):** System that provides a proactive approach guiding government agencies at all levels, the private sector, and nongovernmental organizations to work seamlessly to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

**National Infrastructure Coordinating Center (NICC):** As part of the National Operations Center, monitors the Nation's critical infrastructure and key resources on an ongoing basis. During an incident, the NICC provides a coordinating forum to share information across infrastructure and key resources sectors through appropriate information-sharing entities.

**National Infrastructure Protection Plan (NIPP):** Plan that provides a coordinated approach to critical infrastructure and key resources protection roles and responsibilities for Federal, State, tribal, local, and private-sector security partners. The *NIPP* sets national priorities, goals, and requirements for effective distribution of funding and resources that will help ensure that our government, economy, and public services continue in the event of a terrorist attack or other disaster.

**National Operations Center (NOC):** Serves as the primary national hub for situational awareness and operations coordination across the Federal Government for incident management. The NOC provides the Secretary of Homeland Security and other principals with information necessary to make critical national-level incident management decisions.

**National Planning Scenarios:** Planning tools that represent a minimum number of credible scenarios depicting the range of potential terrorist attacks and natural disasters and related impacts facing our Nation. They form a basis for coordinated Federal planning, training, and exercises.

**National Preparedness Guidelines:** Guidance that establishes a vision for national preparedness and provides a systematic approach for prioritizing preparedness efforts across the Nation. These *Guidelines* focus policy, planning, and investments at all levels of government and the private sector. The *Guidelines* replace the Interim National Preparedness Goal and integrate recent lessons learned.

**National Response Coordination Center (NRCC):** As a component of the National Operations Center, serves as the Department of Homeland Security/Federal Emergency Management Agency primary operations center responsible for national incident response and recovery as well as national resource coordination. As a 24/7 operations center, the NRCC monitors potential or developing incidents and supports the efforts of regional and field components.

**National Response Framework (NRF):** Guides how the Nation conducts all-hazards response. The *Framework* documents the key response principles, roles, and structures that organize national response. It describes how communities, States, the Federal Government, and private-sector and nongovernmental partners apply these principles for a coordinated, effective national response. And it describes special circumstances where the Federal Government exercises a larger role, including incidents where Federal interests are involved and catastrophic incidents where a State would require significant support. It allows first responders, decision-makers, and supporting entities to provide a unified national response.

**Nongovernmental Organization (NGO):** An entity with an association that is based on interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross. NGOs, including voluntary and faith-based groups, provide relief services to sustain life, reduce physical and emotional distress, and promote the recovery of disaster victims. Often these groups provide specialized services that help



individuals with disabilities. NGOs and voluntary organizations play a major role in assisting emergency managers before, during, and after an emergency.

**Operations Section:** (1) Incident Command: Responsible for all tactical incident operations and implementation of the Incident Action Plan. In the Incident Command System, it normally includes subordinate Branches, Divisions, and/or Groups. (2) Joint Field Office: Coordinates operational support with on-scene incident management efforts. Branches, divisions, and groups may be added or deleted as required, depending on the nature of the incident. The Operations Section is also responsible for coordinating with other Federal facilities that may be established to support incident management activities.

**Planning Section:** (1) Incident Command: Section responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the Incident Action Plan. This Section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident. (2) Joint Field Office: Section that collects, evaluates, disseminates, and uses information regarding the threat or incident and the status of Federal resources. The Planning Section prepares and documents Federal support actions and develops unified action, contingency, long-term, and other plans.

**Preparedness:** Actions that involve a combination of planning, resources, training, exercising, and organizing to build, sustain, and improve operational capabilities. Preparedness is the process of identifying the personnel, training, and equipment needed for a wide range of potential incidents, and developing jurisdiction-specific plans for delivering capabilities when needed for an incident.

**Pre-Positioned Resources:** Resources moved to an area near the expected incident site in response to anticipated resource needs.

**Pre-Scripted Mission Assignment:** A mechanism used often times in Georgia within the Georgia Department of Defense or ESF 7 (Resources) Planning area. Pre-scripted mission assignments identify resources or capabilities that state agencies, through the Emergency Support Functions (ESFs), are commonly called upon to provide during incident response. Pre-scripted mission assignments allow primary and supporting ESF agencies to organize resources that will be deployed during incident response.

**Prevention:** Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

**Primary Agency:** See **Emergency Support Function (ESF) Primary Agency.**

**Principal Federal Official (PFO):** May be appointed to serve as the Secretary of Homeland Security's primary representative to ensure consistency of Federal support as well as the overall effectiveness of the Federal incident management for catastrophic or unusually complex incidents that require extraordinary coordination.

**Private Sector:** Organizations and entities that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal and informal structures, commerce, and industry.

**Protocol:** A set of established guidelines for actions (which may be designated by individuals, teams, functions, or capabilities) under various specified conditions.

**Public Information:** Processes, procedures, and systems for communicating timely, accurate, accessible information on an incident's cause, size, and current situation; resources committed; and other matters of general interest to the public, responders, and additional stakeholders (both affected and indirectly affected).

**Public Information Officer (PIO):** A member of the Command Staff responsible for interfacing with the public and media and/or with other agencies with incident-related information requirements.

**Recovery:** The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental, and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents.

**Resource Management:** A system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management includes mutual aid and assistance agreements; the use of special Federal, State, tribal, and local teams; and resource mobilization protocols.

**Resources:** Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Under the *National Incident Management System*, resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an emergency operations center.

**Response:** Immediate actions to save lives, protect property and the environment, and meet basic human needs. Response also includes the execution of emergency plans and actions to support short-term recovery.



**Section:** The organizational level having responsibility for a major functional area of incident management (e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence/Investigations (if established)).

**Senior Federal Law Enforcement Official (SFLEO):** An official appointed by the Attorney General during an incident requiring a coordinated Federal response to coordinate all law enforcement, public safety, and security operations with intelligence or investigative law enforcement operations directly related to the incident. The SFLEO is a member of the Unified Coordination Group and, as such, is responsible to ensure that allocation of law enforcement requirements and resource allocations are coordinated as appropriate with all other members of the Group. In the event of a terrorist incident, the SFLEO will normally be a senior Federal Bureau of Investigation official who has coordinating authority over all law enforcement activities related to the incident, both those falling within the Attorney General's explicit authority as recognized in Homeland Security Presidential Directive 5 and those otherwise directly related to the incident itself.

**Short-Term Recovery:** A process of recovery that is immediate and overlaps with response. It includes such actions as providing essential public health and safety services, restoring interrupted utility and other essential services, reestablishing transportation routes, and providing food and shelter for those displaced by a disaster. Although called "short term," some of these activities may last for weeks.

**Situation Report:** Document that contains confirmed or verified information and explicit details (who, what, where, and how) relating to an incident.

**Situational Awareness:** The ability to identify, process, and comprehend the critical elements of information about an incident.

**Span of Control:** The number of resources for which a supervisor is responsible, usually expressed as the ratio of supervisors to individuals. (Under the *National Incident Management System*, an appropriate span of control is between 1:3 and 1:7, with optimal being 1:5.)

**Stafford Act:** The Robert T. Stafford Disaster Relief and Emergency Assistance Act, P.L. 93-288, as amended. This Act describes the programs and processes by which the Federal Government provides disaster and emergency assistance to State and local governments, tribal nations, eligible private nonprofit organizations, and individuals affected by a declared major disaster or emergency. The Stafford Act covers all hazards, including natural disasters and terrorist events.

**Staging Area:** Any location in which personnel, supplies, and equipment can be temporarily housed or parked while awaiting operational assignment.

**Standard Operating Procedure (SOP):** Complete reference document or an operations manual that provides the purpose, authorities, duration, and details for the preferred method of performing a single function or a number of interrelated functions in a uniform manner.

**State Coordinating Officer (SCO):** The individual appointed by the Governor to coordinate State disaster assistance efforts with those of the Federal Government. The SCO plays a critical role in managing the State response and recovery operations following Stafford Act declarations. The Governor of the affected State appoints the SCO, and lines of authority flow from the Governor to the SCO, following the State's policies and laws.

**State Operations Center (SOC):** The physical location at which the coordination of information and resources to support those incidents and or events that warrant a significant state response. The current Georgia SOC is co-located with GEMA Headquarters in Atlanta, GA. Alternate SOC's are identified and may be activated when necessary.

**Status Report:** Relays information specifically related to the status of resources (e.g., the availability or assignment of resources).

**Support Annexes:** Describe how Federal departments and agencies, the private sector, volunteer organizations, and nongovernmental organizations coordinate and execute the common support processes and administrative tasks required during an incident. The actions described in the Support Annexes are not limited to particular types of events, but are overarching in nature and applicable to nearly every type of incident.

**Task Force:** Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

**Terrorism:** As defined under the Homeland Security Act of 2002, any activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources; is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs; and is intended to intimidate or coerce the civilian population or influence or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, P.L. 107-296, 116 Stat. 2135 (2002).

**Threat:** An indication of possible violence, harm, or danger.

**Unified Area Command:** Command system established when incidents under an Area Command are multi-jurisdictional. See **Area Command**.

**Unified Command (UC):** An Incident Command System application used when more than one agency has incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single Incident Action Plan.

**Unity of Command:** Principle of management stating that each individual involved in incident operations will be assigned to only one supervisor.

**Urban Search and Rescue (US&R) Task Forces:** A framework for structuring local emergency services personnel into integrated disaster response task forces. The 28 National US&R Task Forces, complete with the necessary tools, equipment, skills, and techniques, can be deployed by the Federal Emergency Management Agency to assist State and local governments in rescuing victims of structural collapse incidents or to assist in other search and rescue missions.

**Volunteer:** Any individual accepted to perform services by the lead agency (which has authority to accept volunteer services) when the individual performs services without promise, expectation, or receipt of compensation for services performed.